Westhold Corporation

# Westhold
# Race Manager
# User Manual

**Version 1.39.1.66**

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# User Manual

## 1. Introduction

### 1.1 General Information

The Westhold Race Manager Software is used to control the **Westhold Race Management System** electronic race timing system.

### 1.2 Requirements

To install and use Westhold Race Manager, you must have the following:

IBM PC or compatible with 256MB of free memory or more and at least 50MB of free hard drive space on your computer.

Microsoft Windows 95/98/ME/XP, Windows NT 4.0, Windows 2000, Windows XP Pro, Windows XP Home, Windows Vista, Windows 7, Windows 8/8.1, Windows 10 and Windows 11. It is recommended that you have the latest service pack for each operating system.

### 1.3 Installation

Run the setup program. This will start the installation program. Follow the instructions for installation. A Windows Desktop icon will be created. The default installation folder is C:\RaceManager.

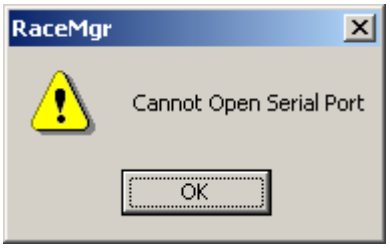
### 1.4 Quick Start

Before starting the software, verify the hardware has been configured properly. Be sure all the cables are connected and secure. Make sure the PC is connected to the IDU or the IDEC decoder via an RS232 serial cable or CAT5 network cable.

Power on the IDU or IDEC. A green power indicator on the front of the unit will light up.

Start the Race Manager program by double-clicking on the Desktop icon or selecting the program from the <START>/<PROGRAMS>/RaceManager location.

When the software is started for the first time some warning messages may appear about the setup of com ports and the RMS. This is normal. Click on the 'OK' buttons for the warning messages.



## 2. Overall Description

The program is segmented into several logical sections. These are shown by tabs at the bottom of the program window. The three sections are **Setup, Assign and Timing.** The tabs are set up from left to right to show the typical flow of operation by the user.

### 2.1 Setup Tab

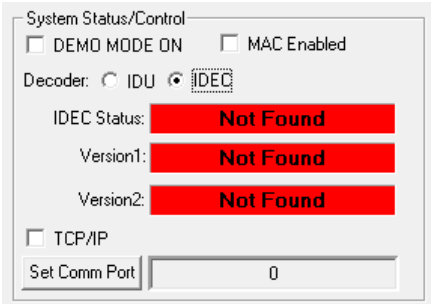
The setup page includes several parameters used to set up the software to communicate with the RMS and scoreboard.

#### 2.1.1 System Status/Control

The System Status/Control box is in the upper left corner. It allows you to select the type of system you are using and shows the status of the system. The Status box will be initiated with the words 'Not Found' and the background will be red. If the RMS components are found the box will display the appropriate data and the background color will be green. Typically, the first time the system is started the software will not discover the components. Some setup must first occur. Follow the procedure below to initialize the system.

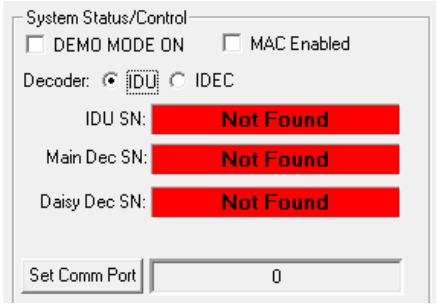
**1.** Select the Decoder type – IDEC (1 box system) or IDU (2 box system).

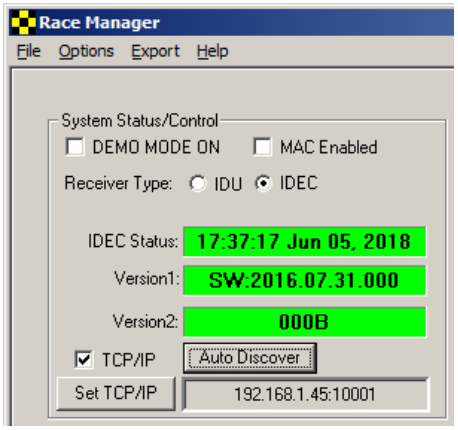
IDEC

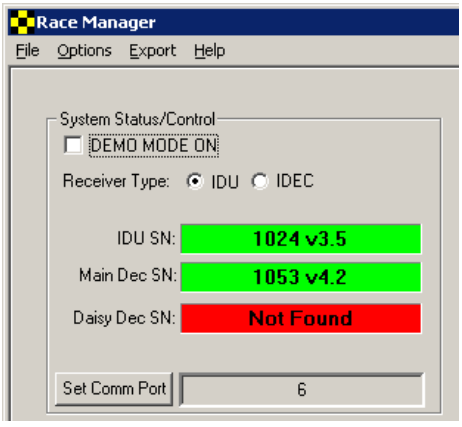



OR

IDU (2 boxes)



2. If you are using an IDEC select whether you want to use TCP/IP (network) or not. If you are not using IDEC skip to step 3. Depending on whether the TCP/IP checkbox is checked you will see the button below change to either **Set Comm Port or Set TCP/IP.**

**Note: Do not select MAC Enabled unless your IDEC supports this method. MAC enabled units are used for multi-IDEC setups.**

**3**. Click on **Set Comm Port** in the System Status/Control box. A list box will appear with the operational com ports. Or in TCP/IP mode click the **Auto Discover** button to try to auto discover the IDEC. Or you may manually enter the IP address by clicking the **Set TCP/IP** button and a window will pop up to allow the entry of the IP address and port number. The port number for the IDEC is **10001**. The default IDEC address is 192.168.1.49.

**NOTE:** If your router assigns addresses to your computer, you will not be able to connect to the IDEC unless the first 3 numbers of your computer IP address match the first 3 numbers of the IDEC address (e.g. 192.168.1.xxx). **Auto Discover** will not work unless the first 3 numbers match. You must either change the router such that it assigns addresses in the same range 192.168.**1**.XXX or you must manually change the IP address of the computer to a static IP address.

**NOTE:** It is also possible to connect your computer directly to the IDEC. The same rule applies, and the first 3 numbers of the IP address must match.

Once these numbers are matched it is possible to reconfigure the IDEC to use a dynamically assigned address or use a different manually assigned address. Use a web browser and type in the default address of the IDEC. Enter the appropriate login credentials. For most IDECs the default username and password are below.

Username: admin (all lowercase)

Password: PASS (call caps)

Follow the instructions in the IDEC manual for details.

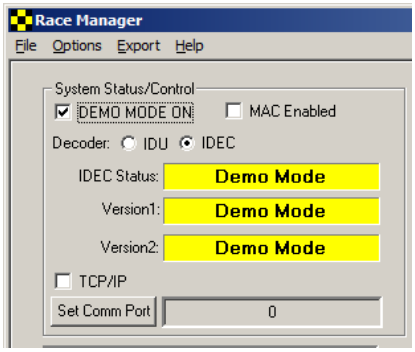
**4**. Click the 'OK' button. Race Manager will attempt to discover and communicate with the RMS components. When it successfully finds the components, the indicators will light green and display the appropriate data. For IDU systems the windows will display the IDU serial number as well as the decoder serial numbers. In IDEC mode the current time and day will appear. The other 2 boxes will show firmware version numbers.

#### 2.1.1.1 Demo Mode On

When this checkbox is checked the software is placed in a demo mode. This is useful for learning about the system without having all the hardware equipment connected. In this mode it is also possible to output scoreboard data and test the scoreboard feed.

In Demo mode the software will output transponder numbers from 1001 to 1010 in random order when the race view is active. The race information will continue until the **Finish** button is pressed. If the qualify view is active the numbers 1001-1005 will be shown with each of the transponders' numbers making 4 crossings. Note that the lap times are not realistic numbers. They are simply used to demonstrate some of the software features and exercise the scoreboard output.

**Note:** System Status/Control status bars will turn yellow with DEMO MODE displayed. It is recommended that the **Min Lap Time** is set to 0 sec, **Min Hits** is set to 0 hits and **Min Power** is set to 0 dB in demo mode.

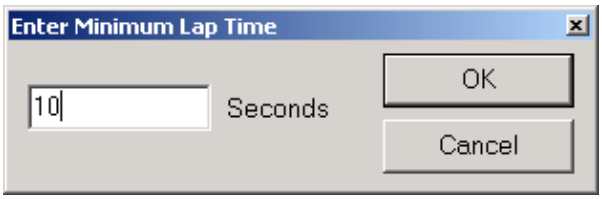



### 2.1.2 Set Min Lap Time

This is used to set the minimum acceptable lap time. It is used to prevent unwanted detections such as when a racer spins out over the antenna and crosses it multiple times or when a transponder is accidentally brought near the antenna or some other point where it can be detected by the Decoder.

To set the minimum lap time click on the **Set Min Lap Time** button and enter the number of seconds in the window that pops up. Click **OK** when finished or **Cancel** to abort the operation.

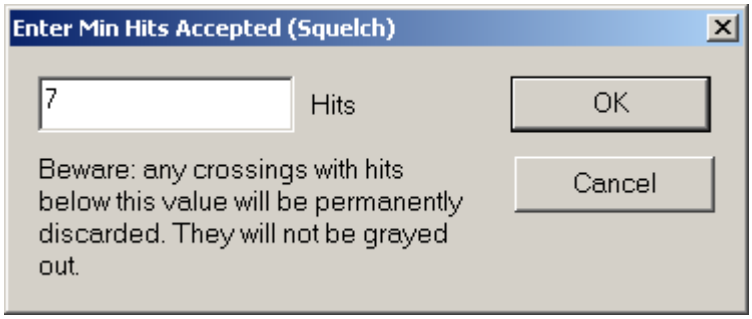
**Note**: The crossing on the crossing screen will be Gray in color.




### 2.1.3 Set Min Hits (Squelch)

Use this to set the minimum acceptable hits to prevent unwanted crossings from appearing and scoring an unwanted lap. Unwanted crossings can appear when the system is especially sensitive or when someone walks near the detection area with a transponder.

A **hit** is a transmission from a transponder with the transponder's identification code. Each transponder transmits a certain number of times per second (e.g., 1000 times per second). When the transponder goes by the detection loop the timing system will receive transmissions. The faster the transponder travels by the detection loop, the fewer hits are received.



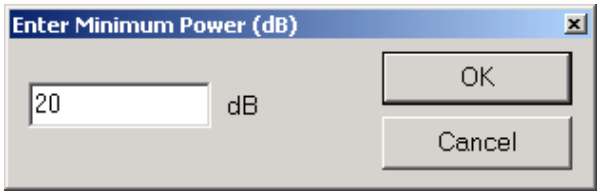

**Note:** The crossings which do not meet this minimum will be discarded and not show up on the screen. **Be careful not to set this number so high that legitimate crossings are filtered.**

### 2.1.4 Set Min Power

This is used to set the minimum acceptable detection power level. It is used to prevent unwanted detections from stray transponders on the edge of the detection range.

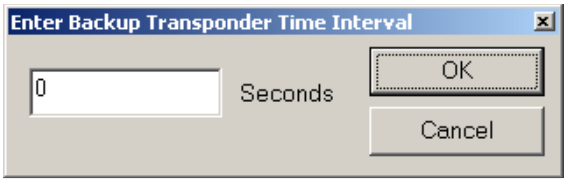
To set the minimum power click on the **Set Min Power** button and enter the number of dB in the window that pops up. Click **OK** when finished or **Cancel** to abort the operation. A typical threshold number is about 19-20 dB. Some experimentation may be necessary to pick a suitable value.

**Note:** Leave the setting at 0 or blank if you do not want to use the filter.




### 2.1.5 Set Backup Transponder Interval

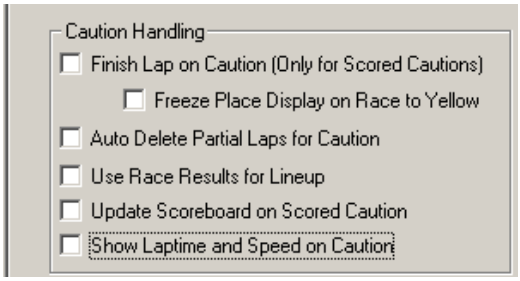
This is only used if you are using two transponders per racer. To use this feature, a backup transponder number must be assigned on the **Assign** page (Section 2.2). When both the primary and backup transponders are detected within this interval of time, they will be considered a single crossing.




If the primary transponder is not detected either due to malfunction or has fallen off the vehicle, the backup transponder will be used. However, Race Manager will always display the primary transponder number.

### 2.1.6 Caution Handling

This group of controls is used to set parameters for how caution conditions will be handled.

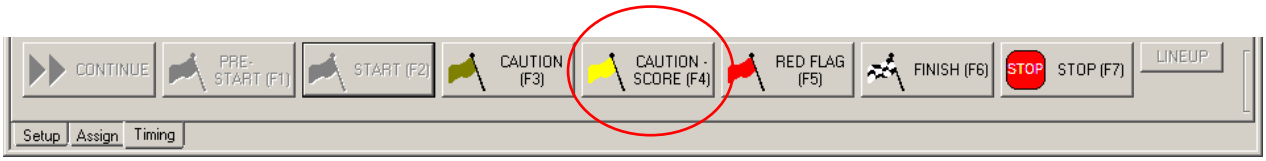



#### 2.1.6.1 Finish Lap on Caution (Only for Scored Caution)

This feature is used to handle split scoring situations. If the box is checked, the competitors will be scored only once when they cross the start/finish after the **Caution-Score (F4)** button on the timing screen is pressed. If not checked, all scored caution laps will be counted when computing the position of the competitors.

This is also used in situations when competitors race to the yellow.

**Note:** Read tutorial section for information on split caution scoring.

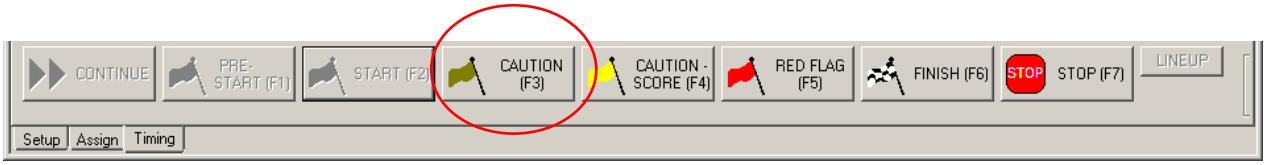



### 2.1.6.2 Freeze Place Display on Race to Yellow

If this checkbox is checked in addition to the **Finish Lap on Caution (Only for Scored Cautions)** checkbox the Place screen on the Timing page will freeze the running order in place. Otherwise, it will update the screen as racers pass the start/finish line.

### 2.1.6.3 Auto Delete Partial Laps on Caution

If this box is checked, partial laps will be marked as caution when the non-scoring **Caution** button on the timing screen is pressed. For instance, if there are 10 competitors on the track and two vehicles cross the start/finish line before the caution flag is thrown, the crossings by the first two vehicles will be automatically marked as caution.




### 2.1.6.4 Use Race Results for Lineup

If this box is checked the caution lineup will arrange competitors based on their last race position. If the box is unchecked, the lineup is created based on the order the racers crossed the start/finish.

**Note:** Use this if you want to put lapped vehicles behind vehicles on the lead lap.

### 2.1.6.5 Update Scoreboard on Scored Caution

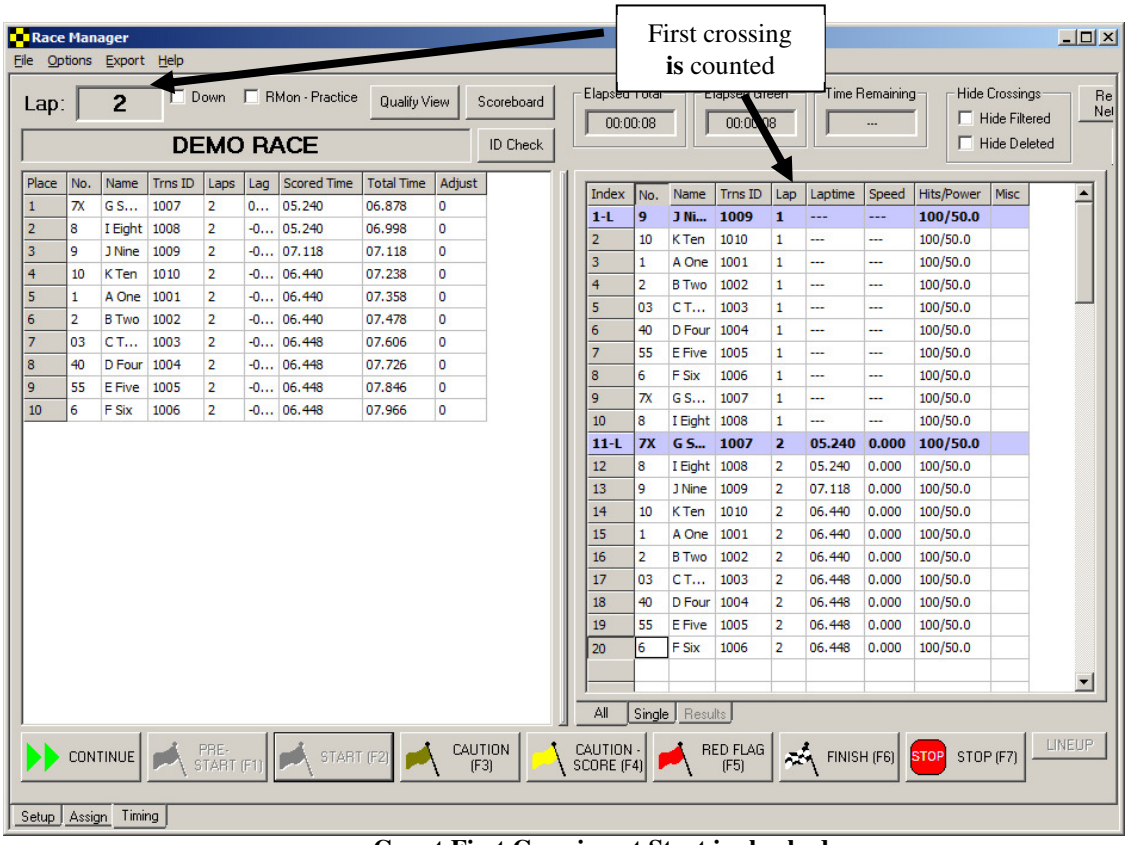
If this box is checked the scoreboard will continue to receive updates during a scored caution.

### 2.1.6.6 Show Laptime and Speed on Caution

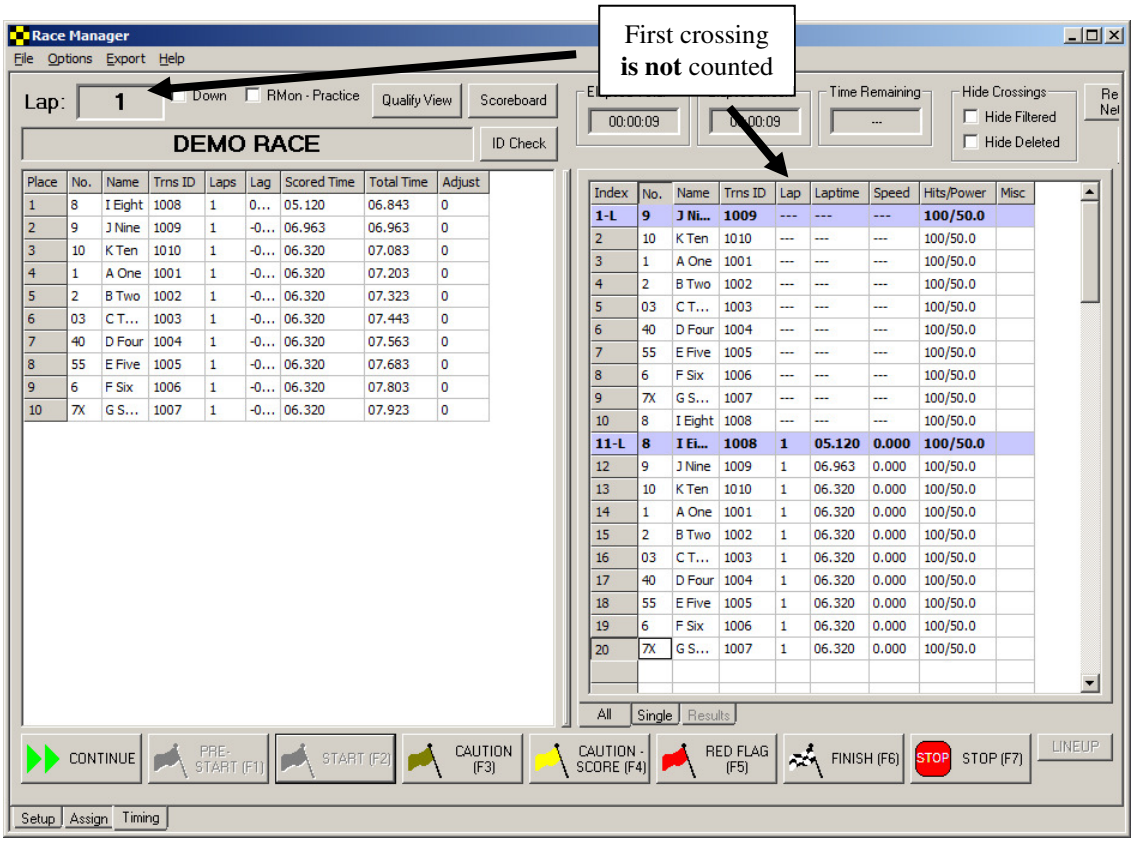
If this box is checked the laptimes and speed will be shown for caution laps.

### 2.1.7 Count First Crossing at Start

If this box is checked the first crossing will be counted as a lap. This is often used when the start line is different than the finish/scoring line such as in motocross racing. If the box is not checked, the first crossing will not be counted, but the second crossing will be counted as the completion of the first lap.




**Count First Crossing at Start is checked**




**Count First Crossing at Start is unchecked**

### 2.1.8 Count First Crossing on Return to Green

If this box is checked, the very first crossing after returning to green from either a caution or restart, will be counted. In this case the start (green flag) button is pressed after all the vehicles have gone by the start/finish and the flag person has thrown the green flag.

If this box is not checked the very first crossing is not scored after returning to green condition. In this case the start (green flag) button is pressed as the flag person throws the green flag before the vehicles have crossed the start/finish.

### 2.1.9 Score Red Flag Laps

When checked, laps will be counted when the Red flag button is pressed.

### 2.1.10 Auto Delete Partial Laps for Red Flag

If this box is checked when partial laps will be marked as red when pressing the **Red Flag** button on the timing screen. For instance, if there are 10 competitors on the track and two vehicles cross the start/finish line before the red flag is thrown, the crossings by the first two vehicles will be automatically marked as red.

### 2.1.11 Auto Finish

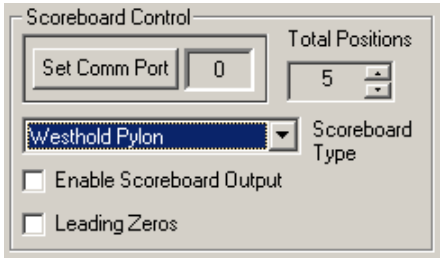
If this box is checked the software will automatically activate the **Finish Flag** button when the specified number of laps is reached. The number of laps for a race is specified for each assignment on the **Assign Tab**. See section 2.2.5.

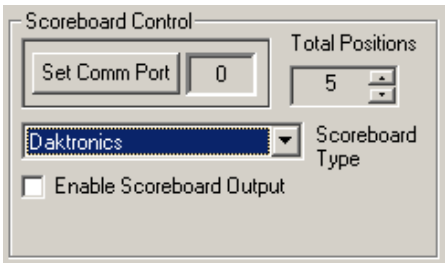
### 2.1.12 Last Lap and 2 To Go Indicators

If the Last Lap checkbox is checked, the software will show the last lap indicator when the lap count is 1 lap from the total number of laps specified. If the 2 to Go checkbox is checked the 2 To Go indicator when the lap count is 2 laps from the total number of laps specified. The number of laps for a race is specified for each assignment on the **Assign Tab.** See section 2.2.5.


### 2.1.13 Scoreboard Control

This section has the controls to set up the scoreboard. To use the scoreboard to display data you must first properly connect the computer to the scoreboard controller. The PC must have a second available RS232 serial port or a USB to serial adapter to use the scoreboard. Be sure to have the PC and scoreboard controller connected before enabling the scoreboard output.



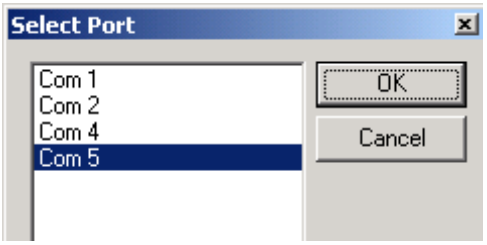

**Note:** Options available will depend on the scoreboard type.

#### 2.1.13.1 Set Comm Port

This is used to select the port that will output data to the scoreboard.

Click on the **Set Comm Port** button. A window with a list of ports will appear.

Select the appropriate port and click **OK.**




#### 2.1.13.2 Total Positions

This control is used to set the number of positions on the scoreboard. Be sure to select the proper number for the scoreboard being used. This limits the amount of data sent from the software to the scoreboard. If the software is set for more positions than the scoreboard supports both the software and scoreboard must process extra data. Some scoreboards may also exhibit unpredictable behavior. To set the number of positions use the up and down arrow buttons next to the control to increment or decrement the number.

#### 2.1.13.3 Scoreboard Type

Use the scoreboard type list box to select the type of scoreboard that will be used.

Daktronics: This is for Daktronics scoreboards operating with the All Sport 5000 series controllers. In order to use this option, there are certain settings that must be selected for the All-Sport controller. First the console must be placed in proper configuration by using the code corresponding to transponder usage (normally 0333) and the proper scoreboard. Second, place the console in race mode (not qualify). Race Manager handles whether to display racers in race order or qualify order. Use the All Sport 'Display Time' or 'Display Laps' button to display either Times or Laps on the scoreboard.

Generic: This is for scoreboards that are programmed to work with the generic scoreboard protocol provided by Race Manager. Both All American scoreboards from Everbrite as well as TSI Timers scoreboards can be configured for operation with Race Manager. Note that a separate hardware or software update may be necessary from the scoreboard manufacturer. Please contact the manufacturer for additional information.

Race America: Note that many Race America boards will work better using the RMonitor feed described in section 2.1.16.

Westhold: Use this for Westhold horizontal scoreboards.

Westhold-Pylon: Use this for Westhold vertical scoreboards.

Westhold Time Attack: Use this for Westhold Time Attack scoreboards.

#### 2.1.13.4 Enable Scoreboard Output

Check this checkbox to enable the data feed to the scoreboard.

#### 2.1.13.5 Leading Zeros

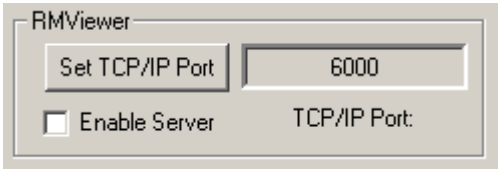
Westhold scoreboards that display laps can be configured to display leading zeros.

### 2.1.14 Computer IP Addresses

Lists all network interfaces available on the computer and can be helpful for determining if it is possible to connect to the IDEC decoder on one of the interfaces or if a modification is necessary to one of the interfaces in order to connect to the IDEC.


### 2.1.15 RMViewer

This feature is used in conjunction with the **Westhold RMViewer**, a software application used by announcers and other personnel monitoring the race from a networked computer.




#### 2.1.15.1 Set TCP/IP Port

This is used to set the IP port that the information service will broadcast over. The default is 6000.

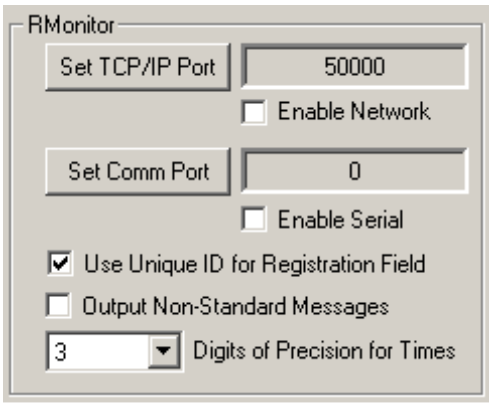
#### 2.1.15.2 Enable Server

To enable the RMViewer broadcast this checkbox must be selected. If this is not enabled the RMViewer software will be unable to connect to the service and obtain race information.

### 2.1.16 RMonitor

This section contains the controls for outputting an RMonitor protocol stream. This stream is used by many applications and hardware, including some scoreboards.

**NOTE:** Some scoreboards will use the RMonitor feed. In these cases, do not enable the **Scoreboard Control** section.




#### 2.1.16.1 Set TCP/IP Port

This is used to set the IP port that the RMonitor information will be broadcast over. The same port number must be set for programs that receive the RMonitor data stream.

#### 2.1.16.2 Enable Network

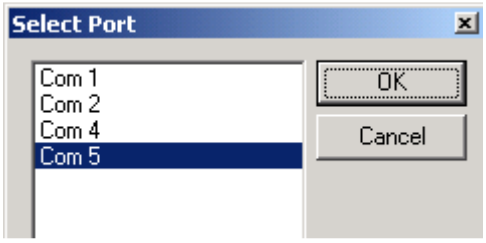
To enable the RMonitor information broadcast server this checkbox must be selected. If this is not enabled devices expecting a data stream will be unable to connect to the service and obtain race information.

#### 2.1.16.3 Set Comm Port

This is used to select the serial port to output the RMonitor data over.

Click on the **Set Comm Port** button. A window with a list of ports will appear.

Select the appropriate port and click **OK.**




#### 2.1.16.4 Enable Serial

To enable the serial port to send RMonitor data this checkbox must be selected. If this is not enabled devices expecting a data stream will be unable to obtain the data feed.

#### 2.1.16.5 Use Unique ID for Registration Field

If checked the RMonitor feed will use the transponder ID in the Registration field. This is checked by default. It allows racers with the same number to be used in the same sessions. For example, there can be two cars with 5X. If this is not it will be impossible to distinguish which car is which.

**Note: S**ome devices and software use non-standard implementations of the RMonitor data feed and may not properly handle unique IDs. If the device or software displays transponder digits instead of racer numbers, uncheck this checkbox.

#### 2.1.16.6 Output Non-standard Messages

If checked the RMonitor feed will output some non-standard RMonitor messages. Messages include 'P-Start' and 'Stop' in the $F field.

#### 2.1.16.7 Digits of Precision

Use this to specify the digits of precision for time output (e.g. lap time, total time).

**Note:** Not all devices or software will accept 4-digit precision.

### 2.1.17 Sound On

Check this box to enable the PC to output a beep each time a crossing is detected during a race. This is a useful feature to help determine if a transponder was detected.

### 2.1.18 Count Up Timer

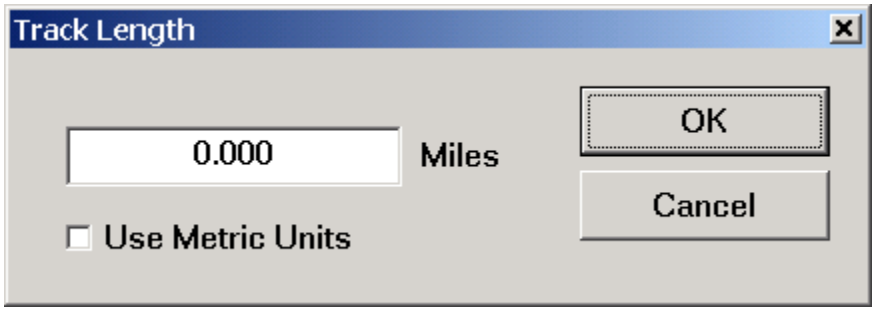
Check this box to enable the scoreboard output to show lap time counting up. This is only shown for lap 1.

### 2.1.19 Organization Name

Enter your organization name (e.g. Westhold Raceway) that will be placed on printouts, the RMonitor data output and exported data.

### 2.1.20 Default Track Length

Click on the **Default Track Length** button to bring up a window that allows the entry of the default track length. This is used to set the default track length when creating a new transponder assignment template.




Click on the **Use Metric Units** checkbox to change the type of units to use for the speed calculation.

**NOTE:** You must set this to a non-zero number to see the average lap speed displayed on the timing screen.

### 2.1.21 Web Data

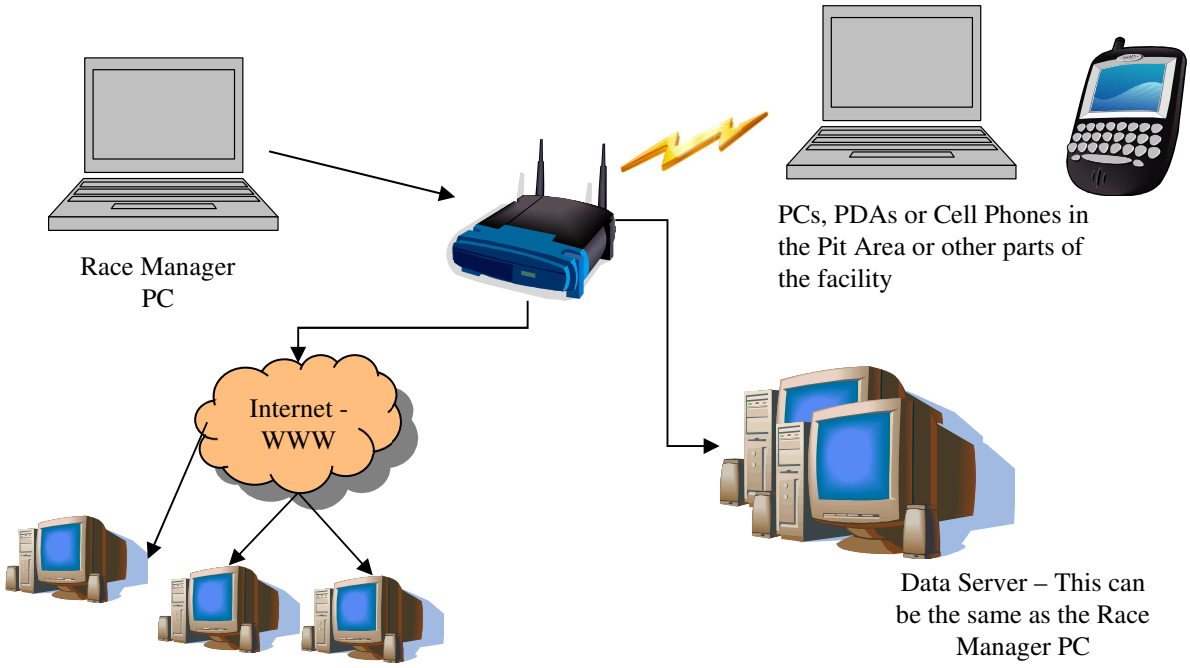
This section describes how it is possible to generate data for live internet feeds to the World Wide Web or for a local in-the-pits data feed that racers or fans may view. Many Microsoft based computers have a web server built in. It is possible to configure a computer to feed race data information which can be broadcast over a wired or wireless network to racers or fans. Data can then be viewed with a web browser on a computer, mobile phone or other devices.

The server computer can be the same one running Race Manager, or it can be a different computer on the local network. It can also be a remote server.

When Race Manager is timing a race and the web data section is enabled, Race Manager will output a file

called ‘racedata.xml’ file every 1 second. This file has information about the race including the race order and lap time information. This file can be used with the additional data files Race Manager generates as described below or can be parsed and used in a custom setting.

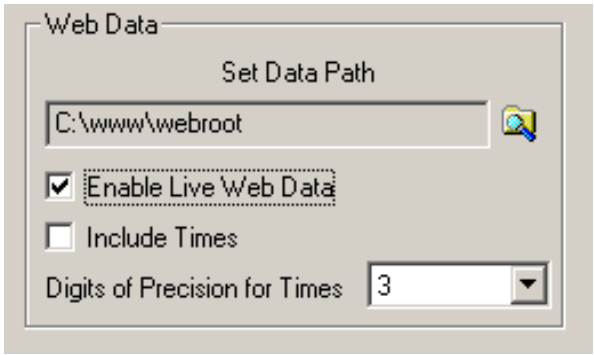
Race Manager also has a file transfer protocol (FTP) feature which allows for the upload of the racedata.xml data to a webserver without the need for an external program to transfer the data.




#### 2.1.21.1 Set Data Path

Click on the folder icon to set the directory where you would like the race data file to be output. If Race Manager determines the folder does not have the default web pages, and associated files needed to display in-the-pits information it will ask if it should create those files. The files include HTML, PHP and Java Script files. You must have your web server configured properly to serve this data.

It is not necessary to have these files if your IT person will not be using them. Instead your IT person can use the ‘racedata.xml’ file and create custom web pages and data feeds.



#### 2.1.21.2 Enable Live Web Data

Check this box to enable the output of the 'racedata.xml' data file to the specified directory.

#### 2.1.21.3 Include Times

Check this box to include lap times in the racedata.xml file.

#### 2.1.21.4 Digits of Precision for Times

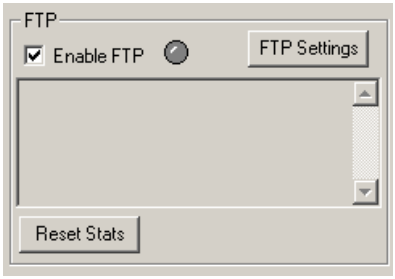
You may select the total digits of precision times for the racedata.xml file. Default is 3 digits.

### 2.1.22 FTP

Race Manager has a built-in FTP function for uploading the information in the racedata.xml file described in the previous section directly to a server rather than producing the racedata.xml file described in the previous section.

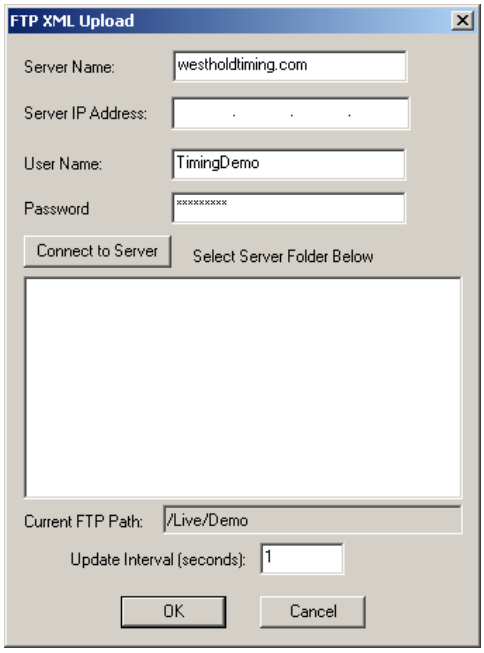
#### 2.1.22.1 Enable FTP

Check this box to enable the FTP data connection. You must first set up the FTP parameters described in the next section.




#### 2.1.22.2 FTP Settings

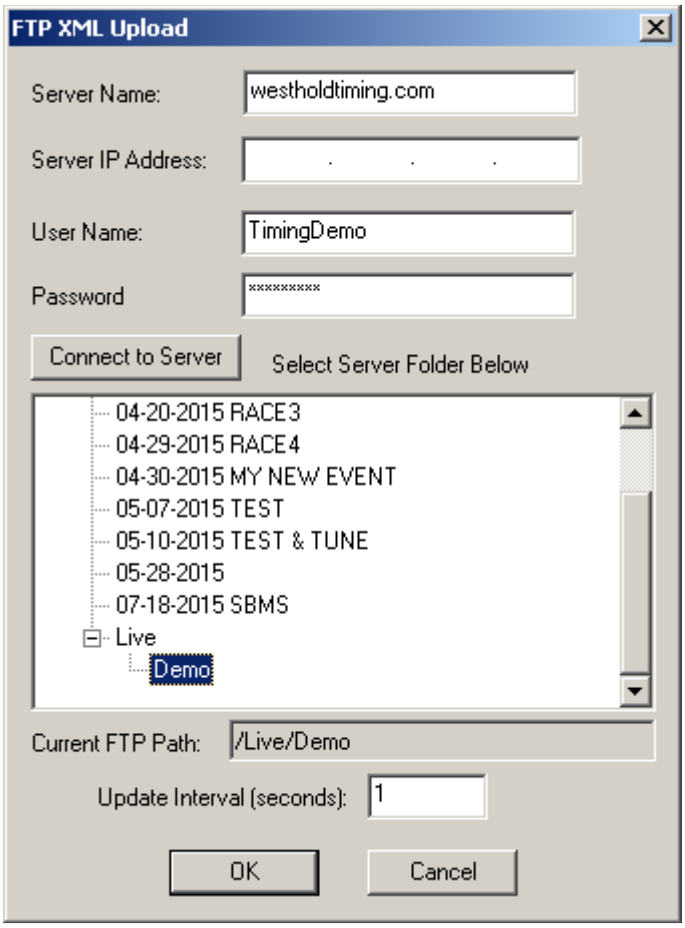
Click the **FTP Settings** button to bring up the window where FTP information can be entered.



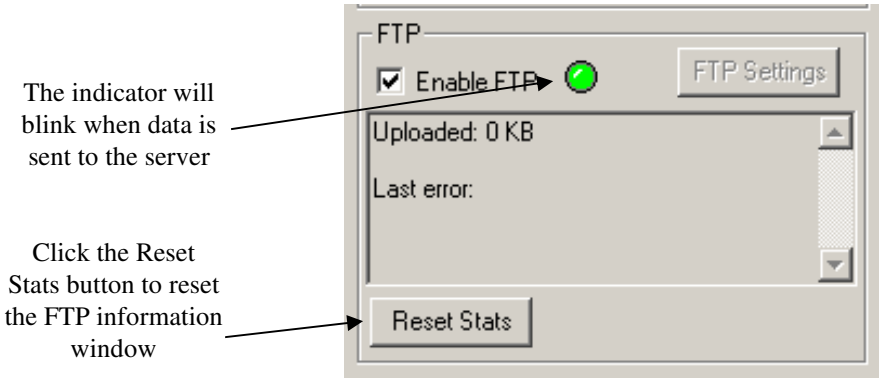
**Note:** You only need to enter either the Server Name or the Server IP Address. It is not necessary to enter both pieces of information. Once that information and the Username and Password are entered click the **Connect to Server** button. Once this is done the FTP path location may be selected.

The **Update Interval** field specifies how often the data will be sent to the server.

Click the **OK** button when finished selecting the server directory where the racedata.xml file will be saved.

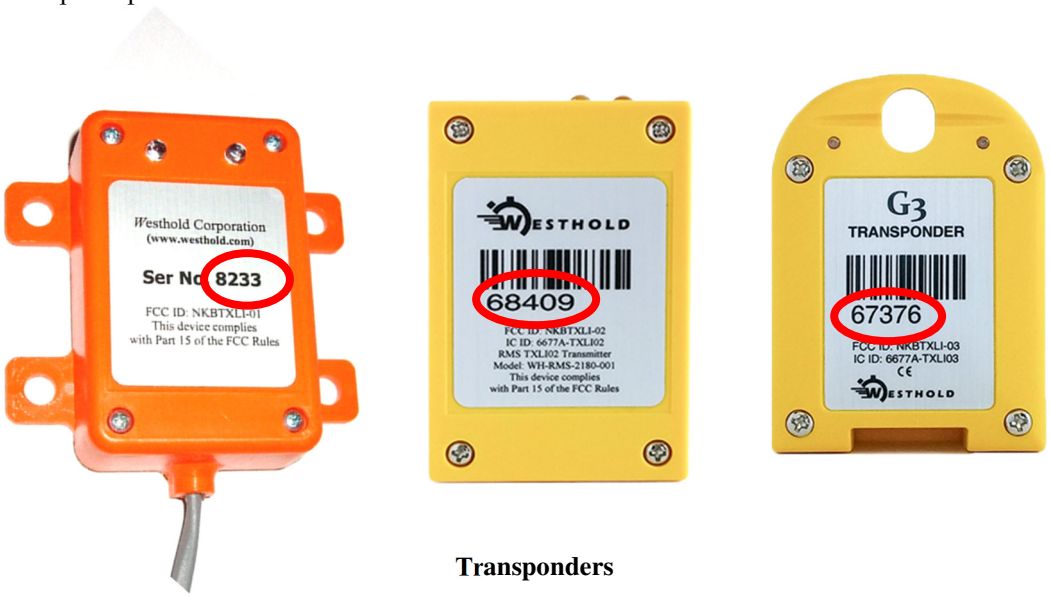



**NOTE:** To change these settings while a race is occurring you must uncheck the Enable FTP checkbox. It is unecessary to reenter each piece of information, or connect to the server when changing the Update Interval.

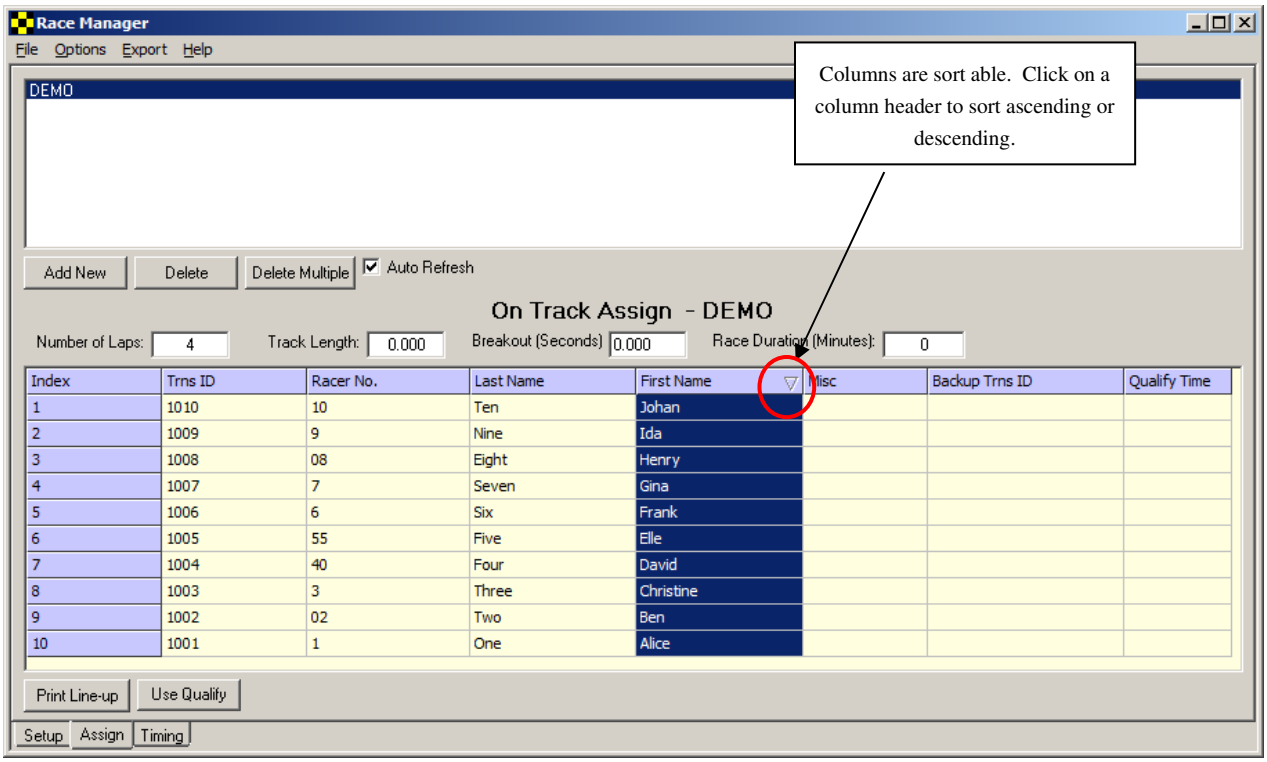



## 2.2 Assign Tab

The Assign page is used to create a mapping between transponder serial number identifications and vehicle numbers and participant names.




**Transponders**




**Assign Tab**

Enter the transponder serial number (**Trns ID**) and the racer number (**Race No.**) the transponder is assigned to. This is the minimum data needed to score a race. The **Misc** column can be any data desired. This can be useful for classifying different types of racers (e.g. Novice, Intermediate, Advanced).

It is possible to assign two transponders per racer. The second transponder would be entered in the **Backup Trns ID** column. Backup transponders are rarely used, but in cases where the race data is critical such as for television broadcast it can be useful. See section 2.1.5 for additional information on backup transponder usage.

### 2.2.1 Assignment Template List

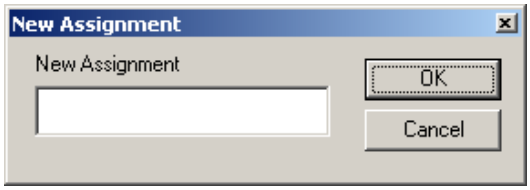
A list of available assignment templates is shown in the box at the top of the screen. Each template has a set of mappings between transponder ID and racer numbers. A template may be selected at any time, even during a race.

**NOTE:** Be careful when selecting a template during a race as this will change what is displayed on the Timing screen as well as on the scoreboard.

The assignment template can be viewed as a class or even a heat assignment. Usage will vary depending on the user and how they choose to organize the assignment templates.

### 2.2.2 Add New

This is used to create a new assignment template. Click on the **Add New** button and a window will pop up asking for an assignment name. Type in a name and click **OK** when done. Click **Cancel** to abort.

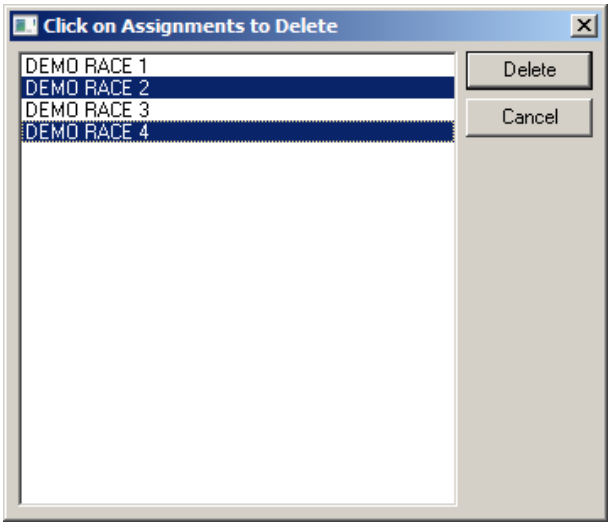



### 2.2.3 Delete

This button is used to delete an assignment template. To delete a template, click on the template to from the list and click the **Delete** button. This will permanently delete the assignment template and all the assignment information.

### 2.2.4 Delete Multiple

Press this button to delete multiple assignment templates at once. A window will pop up and display a list of assignment templates. Click on an assignment to select it for deletion. Click the assignment a second time to deselect it. Once all the desired assignments are selected press the **Delete** button.




### 2.2.5 Auto Refresh

If this is checked, the Assignment template list will refresh periodically to reflect what is in the Assign folder. This is handy when using a separate scoring software which creates software and exports data to the Assign folder.

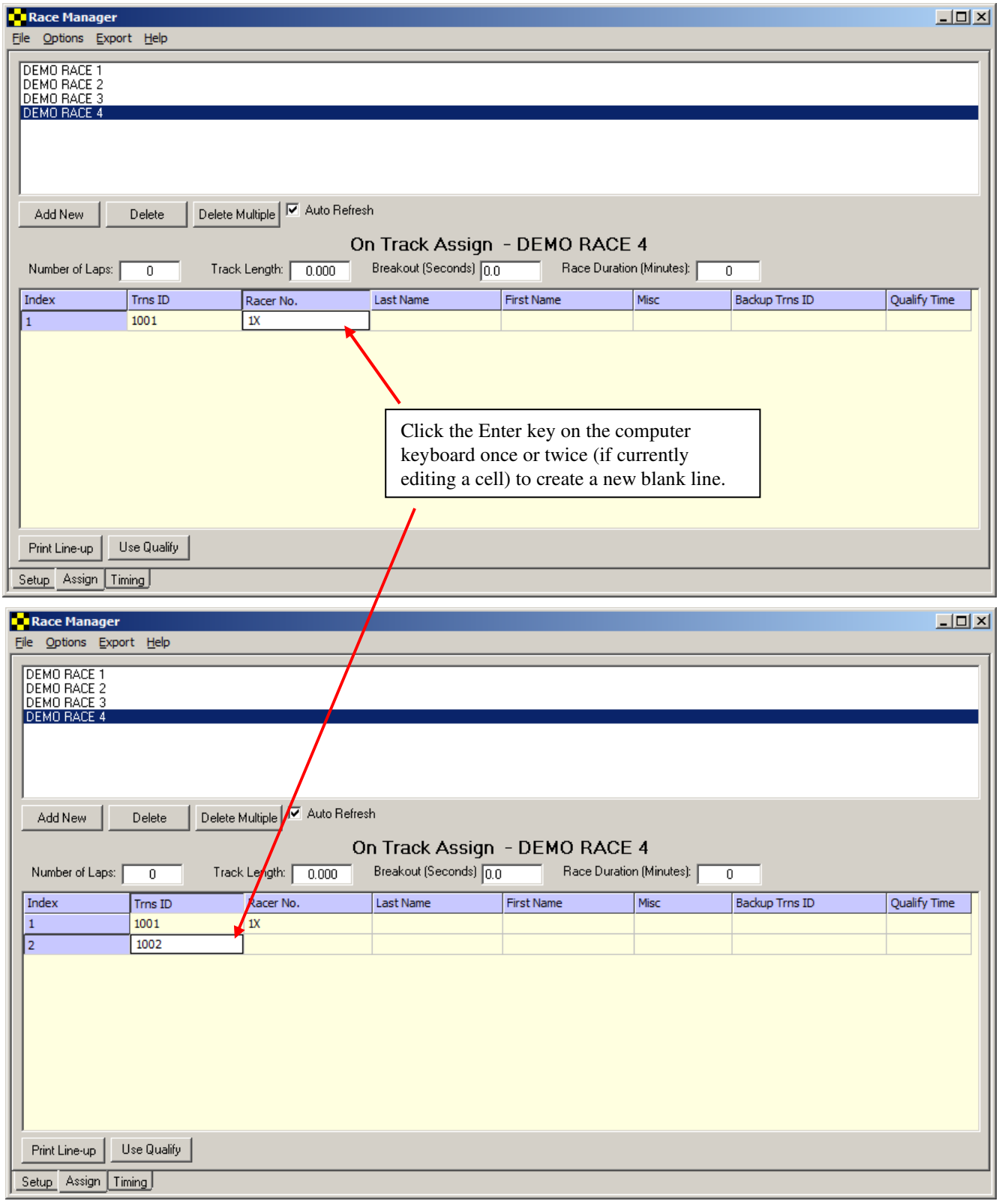
### 2.2.6 On Track Assign

The **On Track Assign** grid is used to create the mapping between the transponder ID and the vehicle number.

Select the assignment template to edit from the list of assignment templates.

Now enter new data or modify existing data. First enter the transponder serial number. This is found on the label of the transponder. Then enter the vehicle number and other relevant information. It is not necessary to enter driver names, but it can be helpful when generating reports later.

**Note:** Only 1 line is shown when the assignment is first created. Click the Enter key on the computer keyboard to create a new line once the first line has data.




### 2.2.7 Number of Laps

The total number of laps may be entered in the edit box. When the total number of laps is reached during a race, the race is automatically finished as if the **Finish (F5)** button on the timing page were pressed. This allows every competitor to finish the lap. Subsequent laps are not counted and are greyed out.

**Note:** If this feature is being used, the number entered should always be verified prior to a timing session since the number of laps for heat races are often different than that used for the feature race.

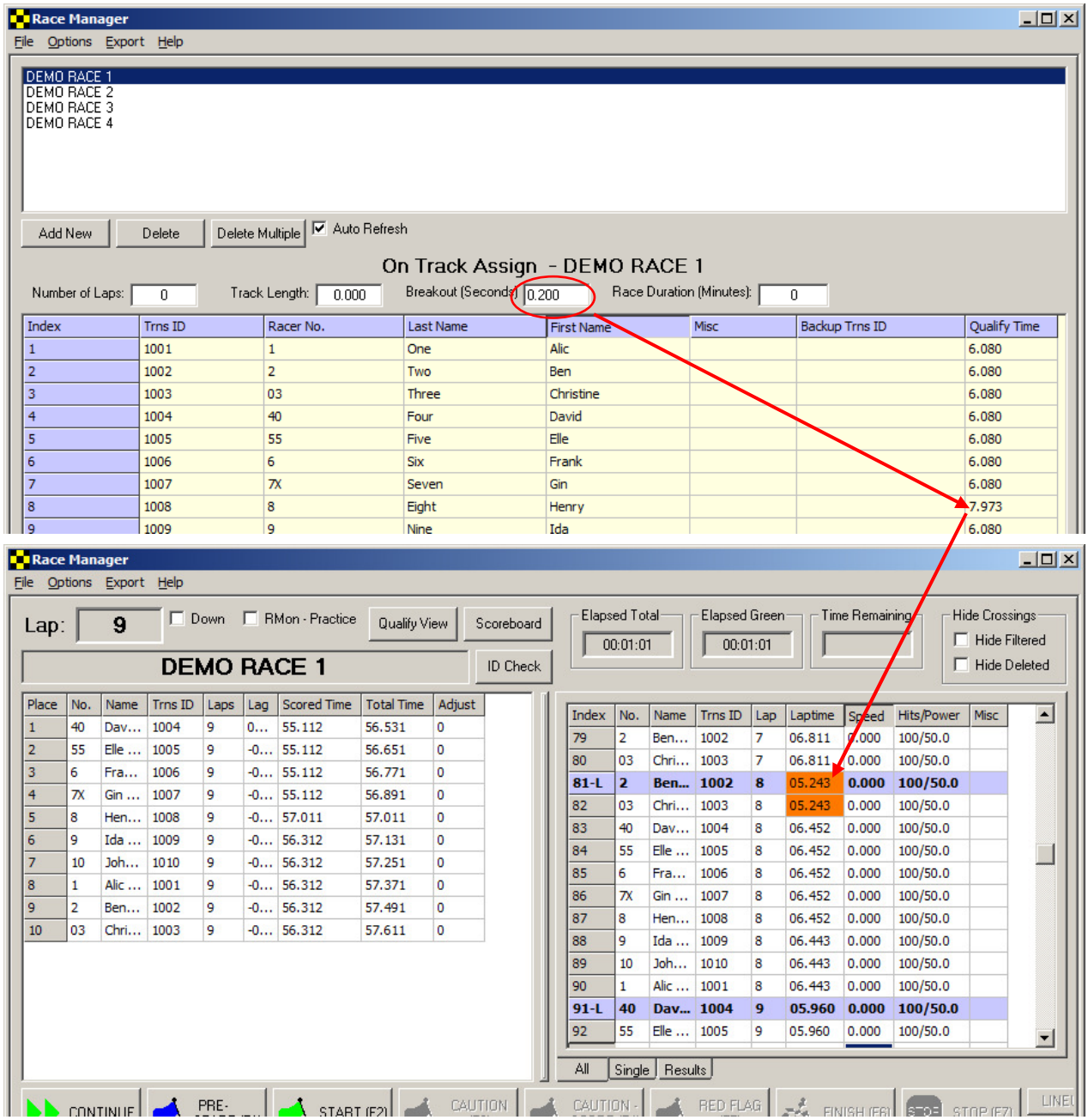
### 2.2.8 Track Length

The track length is the length of the track in miles or kilometers depending on the default mile/km setting found on the **Setup** page. When a new assignment template is created, the default track length from the **Setup** page is entered for the new template.

**Note:** If no track length is entered or a zero track length entered, no speed data will be shown on the Timing page.

### 2.2.9 Breakout (Seconds)

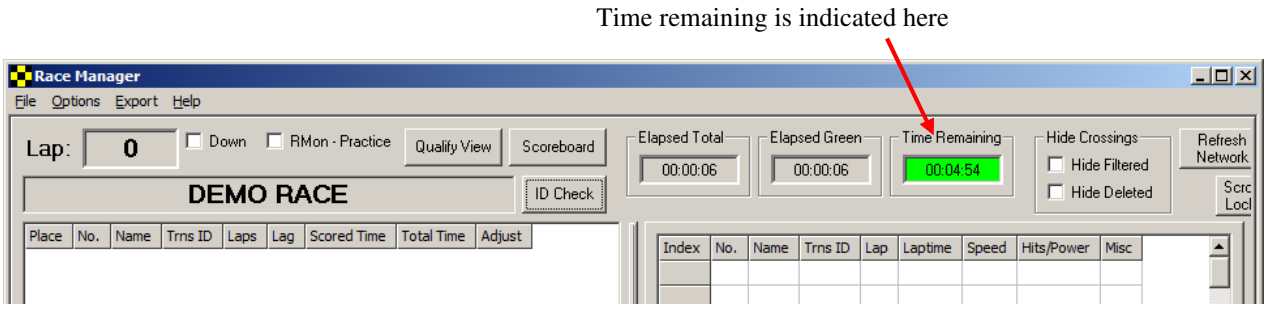
The breakout entry is used with the Qualify Time column in the assignment template. If a qualify time is entered, Race Manager will indicate when the racer lap time is equivalent or faster than the breakout time interval. For instance, if the qualifying time for a racer is 16.250 seconds and the breakout is set to 0.250 seconds the breakout indicator will appear if the laptime is greater than 0.250 16 seconds or faster.



### 2.2.10 Race Duration (Minutes)

You may enter the total amount of time you would like the race to run for in minutes. If the checkbox for **Auto Finish** on the **Setup** page is checked, the race will automatically finish as if the **Finish (F6)** button were pressed.

Note that if this feature is being used, the number entered should always be verified prior to a timing session since the duration may be different for different race sessions.




### 2.2.11 Print Line-Up

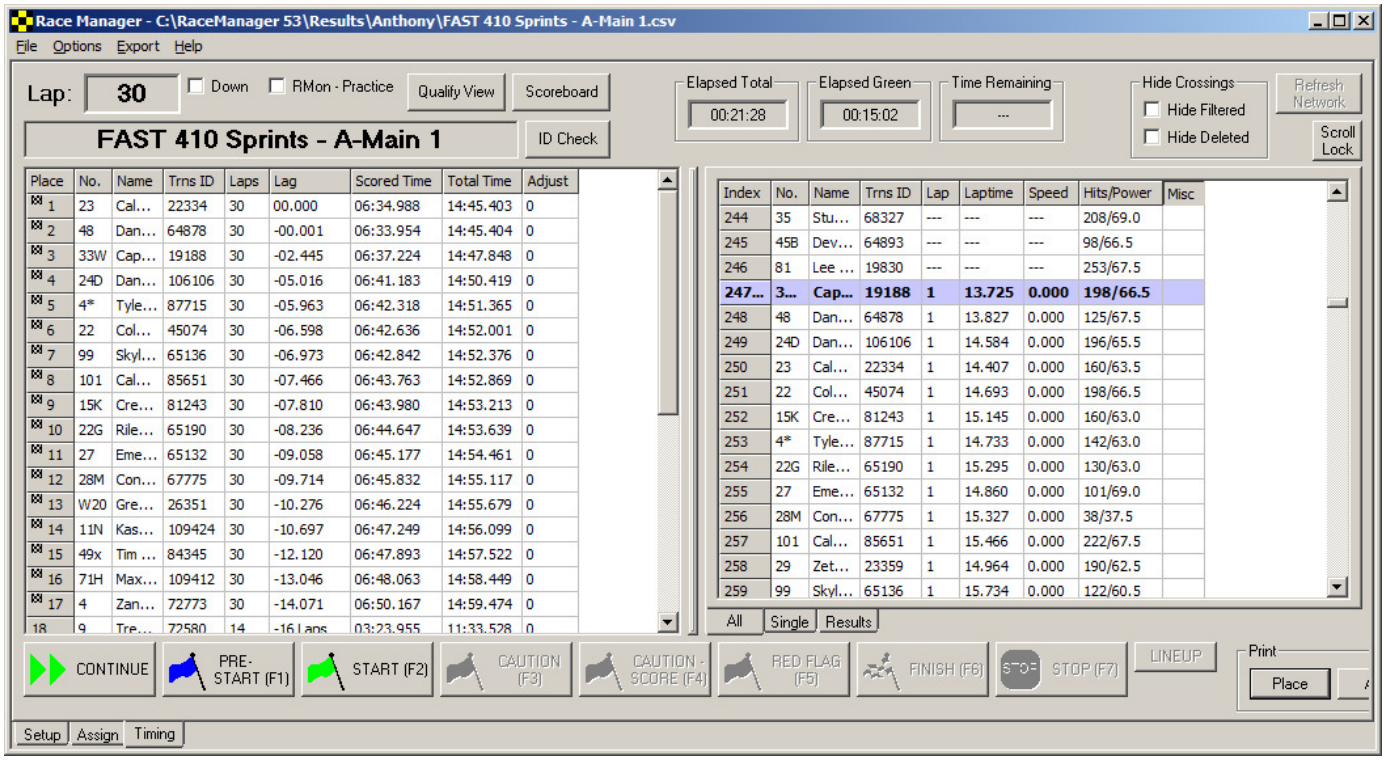
This prints the assignment template currently open. Click on the **Print Line-up** to print a copy of what is currently displayed on the **On-Track** assignment screen.

### 2.2.12 Use Qualify

You may enter the qualify time used with the breakout feature one at a time by hand. Or you may open results with qualifying time and press the **Use Qualify** button. This will automatically populate the Qualify Time field.

## 2.3 Timing Tab

This page is used during timing and scoring operations. The current running order or qualifying order is displayed on the left-hand side window and the crossings are displayed on the right-hand side.




**Left Side Columns in Race View:**

Place – Running order

No. – Racer number

Name – Name of racer

Trns ID – Transponder number

Laps – Laps completed

Lag – Time from leader

Scored Time – Total time for all laps scored under green flag

Total Time – Elapsed time from very first transponder crossing of session.

**Right Side Columns in Race and Qualify View:**

Index – Crossing number

Name – Name of racer

Trns ID – Transponder number

Lap – Lap crossing occurred

Laptime – Laptime of lap

Speed – Average speed for the lap (Nonzero if track length has been entered)

Hits/Power – Hits = number of transmissions seen as transponder passes. Power = strength of transponder signal.

Misc – Displays Misc field for the entry in the assignment. Can be whatever the user enters.

**Left Side Columns in Qualify View:**

Place – Running order

No. – Racer number

Name – Name of racer

Trns ID – Transponder number

Laps – Laps completed

Fast Lap – Lap when fastest laptime occurred

Fast Time – Time of fastest lap

Last Time – Laptime of most recent lap

### 2.3.1 Lap Display Box

This displays the current lap if the **Down** checkbox is unchecked. If the **Down** checkbox is checked the display shows the number of laps left in the race. If the scoreboard is enabled, the lap count will also be reflected in the scoreboard output.

**Note**: A number other than 0 must be entered for the session on the **Assign Tab** screen if you want to count downwards.

### 2.3.2 Down Checkbox

If this checkbox is checked and the number of laps entered on the **Assign Tab** screen is greater than 0 then the lap display will indicate the number of laps left in the race. If this checkbox is unchecked the lap indicator will indicate the current lap.

Once the countdown reaches 0, the counter will stop at 0 even if more laps are run.

### 2.3.3 RMon – Practice

This is used in conjunction with the RMonitor feed. If the checkbox is **NOT** checked, the transmitted session name will include the word 'Race' in it. Otherwise, it will not. This is useful for software or devices which use this feed to indicate whether the session is a practice session or a race session.

### 2.3.4 Qualify/Place View Button

This button toggles the Place/Qualify window between a running order (or place) display and the qualify display. In the Place display the current running order is shown with the leader at the top. The Qualify view will display the current qualifying order sorted by fastest lap.

**NOTE:** This view may be changed during a race or qualifying session. However, the scoreboard display will also change so caution must be used when selecting the view.

Each column's contents are described by the header at the top of the column. The Tx ID column also displays additional information besides the transponder ID number. If the battery of the transponder is low (1 day or less battery life) the word "Batt" will appear next to the transponder ID.

### 2.3.5 Scoreboard Button

The scoreboard button opens a scoreboard control dialog. The 'G' button informs the scoreboard to turn on its green light. The 'Y' button turns on the yellow light and the 'R' button the red light. The 'Clear' button will send a reset command to the scoreboard which will either blank the scoreboard or put all zeroes into the scoreboard positions. Note that not all scoreboards will respond to all the buttons.


### 2.3.6 Elapsed Total

The elapsed total display shows the total time that has elapsed since the **Start (F2)** button was pressed. The time is displayed in hours:minutes:seconds format. When the **Finish (F6)** button is pressed the time stops updating. This feature is useful for noting if a race is going beyond its allotted time frame. The information is saved along with the race information.

### 2.3.7 Elapsed Green

The elapsed green display shows the total time that has elapsed under Green flag conditions. The time is displayed in hours:minutes:seconds format. When the **Yellow, Red, or Finish** button is pressed the time stops updating. This feature is useful for noting the time it has taken to run the race under race conditions.

### 2.3.8 Time Remaining

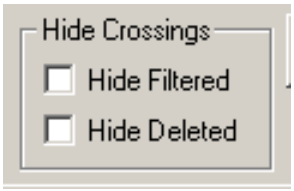
The time remaining display shows the amount of time left for the race. The total time is entered on the **Assign** page for each assignment. For example, if a time of 5 minutes were entered, the timer would be shown counting down to 0. When it reaches 0, the timer will turn red.

### 2.3.9 Hide Crossings

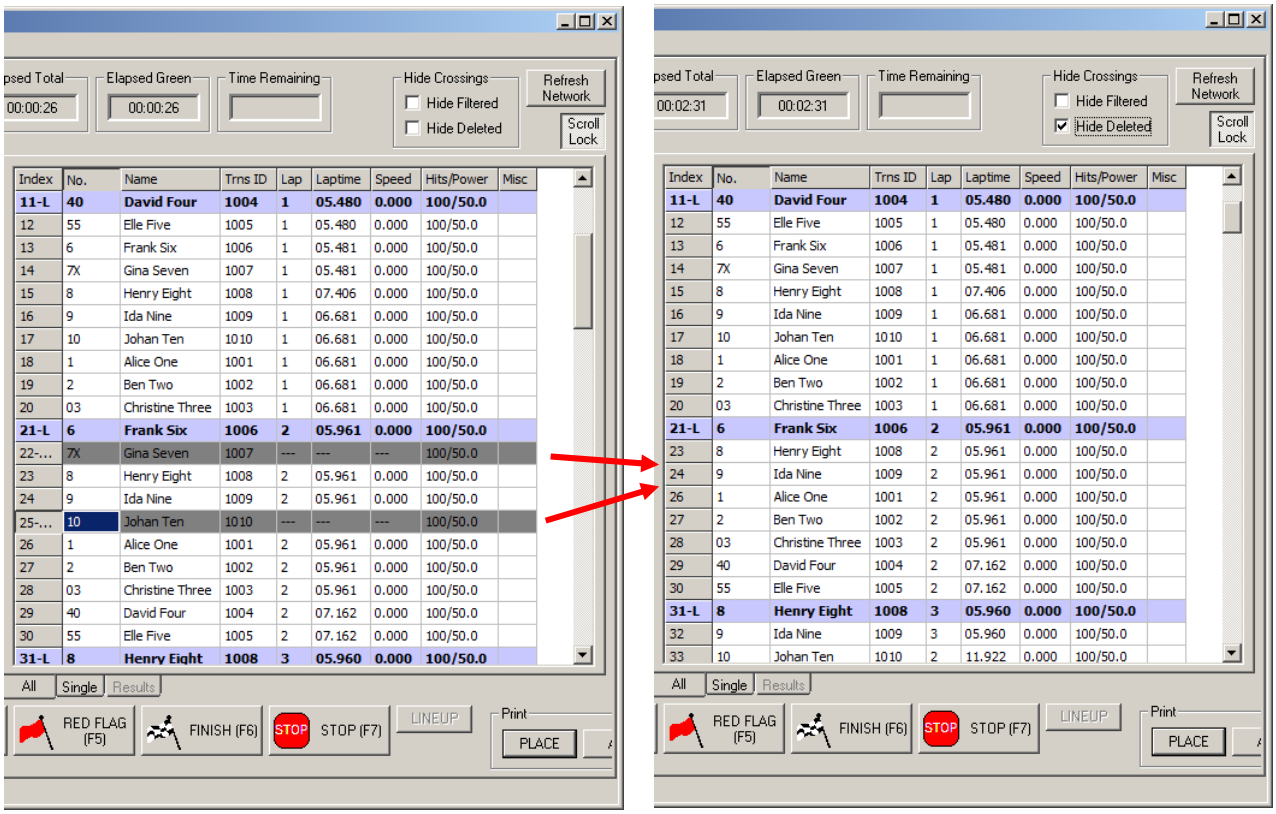
Use the checkboxes in this section to hide crossings that are greyed out.

**Hide Filtered** – Hides crossings that are below the min power setting number.

**Hide Deleted** – Hides crossings that have been manually deleted.



**Note:** The lines for the hidden crossings do not appear. In this example, line 22 and 25 are hidden.



### 2.3.10 Refresh Network

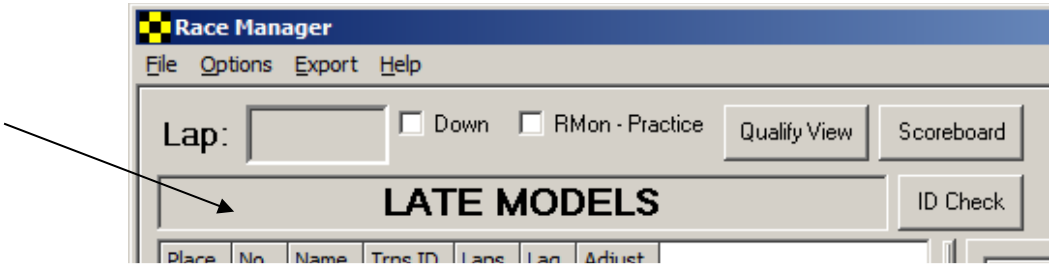
Clicking this button causes Race Manager to resend information via the Network broadcast and RMonitor data feeds. This is useful for forcing an update of the data when data being sent to a device or software is out-of-sync.

### 2.3.11 Scroll Lock

When new crossings occur, the crossings grid will scroll. Click on the **Scroll Lock** button to prevent scrolling from occurring. This is helpful when you want to review data.

### 2.3.12 Session Name

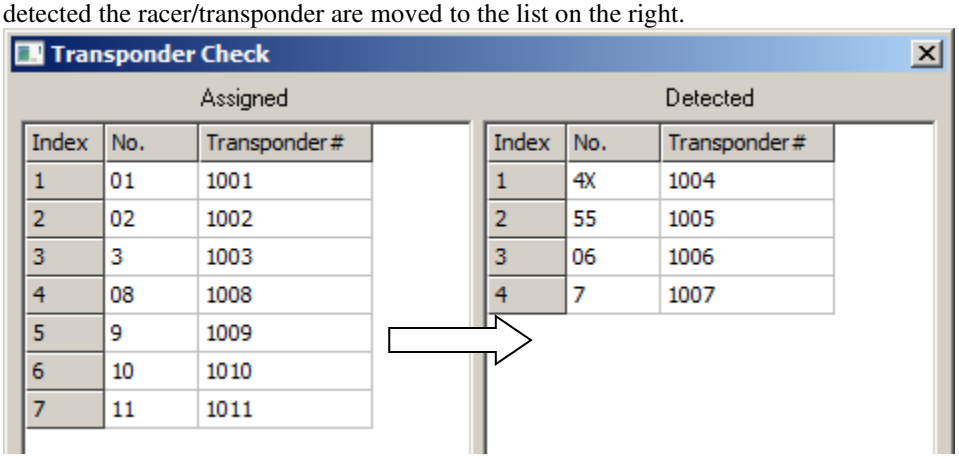
When an Assignment is selected from the **Assign** tab the name of the assignment will appear in the Session Name window.




### 2.3.13 ID Check

Click the **ID Check** button to bring up a window to check which racer with transponder is on the track. This is useful for determining if a racer has forgotten their transponder or if a transponder is not operating or if a racer has not shown up on the track.

The list on the right side of the window shows the racers and transponders in the assignment. As racers are detected the racer/transponder are moved to the list on the right.

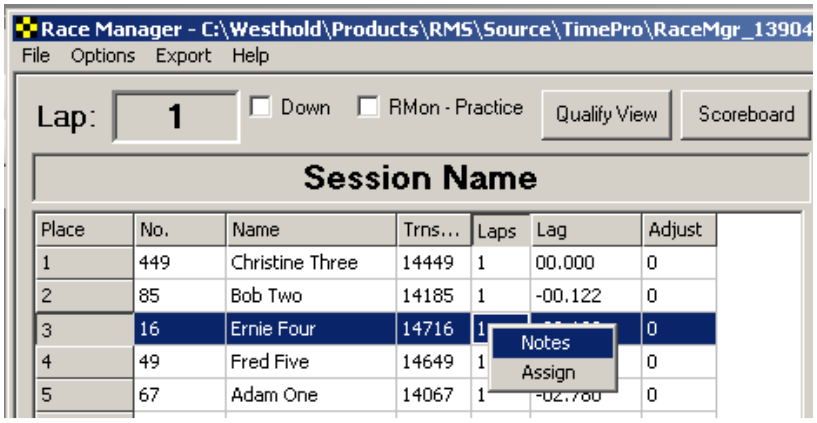



### 2.3.14 Place/Qualify Window

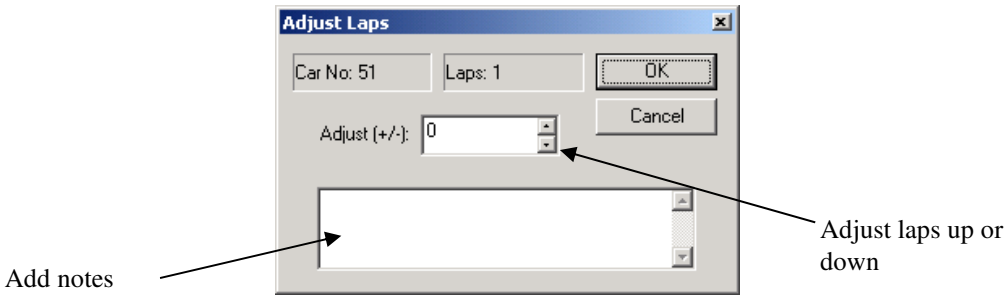
The **Place/Qualify Window** on the left side of the screen is used to display the current running or qualifying order.

### 2.3.14.1 Notes

When the window is displaying the place view the right mouse button may be clicked, and a pop-up window will display and allow the software user to adjust laps up or down for a vehicle and make notes. To do this a vehicle must first be highlighted. Use the mouse cursor to click on the desired line in the window and select the vehicle. Then right mouse click and click on the **Notes** selection to bring up the lap adjustment window as show in the figure below.




**Place/Qualify Window**




**Notes**

Clicking the up and down arrows of the **Adjust (+/-)** entry will increase or decrease the number of laps for a racer.

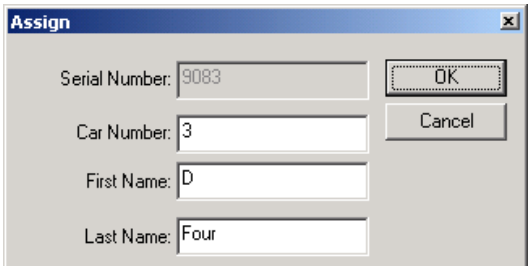
**Note:** This adjustment is only a rough adjustment. It cannot be used to place a vehicle in exactly the correct spot. **Be very careful when using this feature.**

When used it may cause a vehicle to appear in the incorrect spot. Upon the next crossing of the vehicle over the start/finish the vehicle will receive an actual crossing time and be sorted in the correct order. To more accurately add a lap, use the **Insert Manual Crossing** feature described in section 2.3.26.2.

The text box may be used to add notes that may be referenced later.

### 2.3.14.2 Assign

To make changes to the racer number or assignments right mouse click on the line that will be changed. Select the **Assign** selection and a dialog box will pop up to allow you to make changes or assignments.




**Assign**

Make the changes and press the **OK** button. Pressing the **Cancel** button will cancel any changes made.

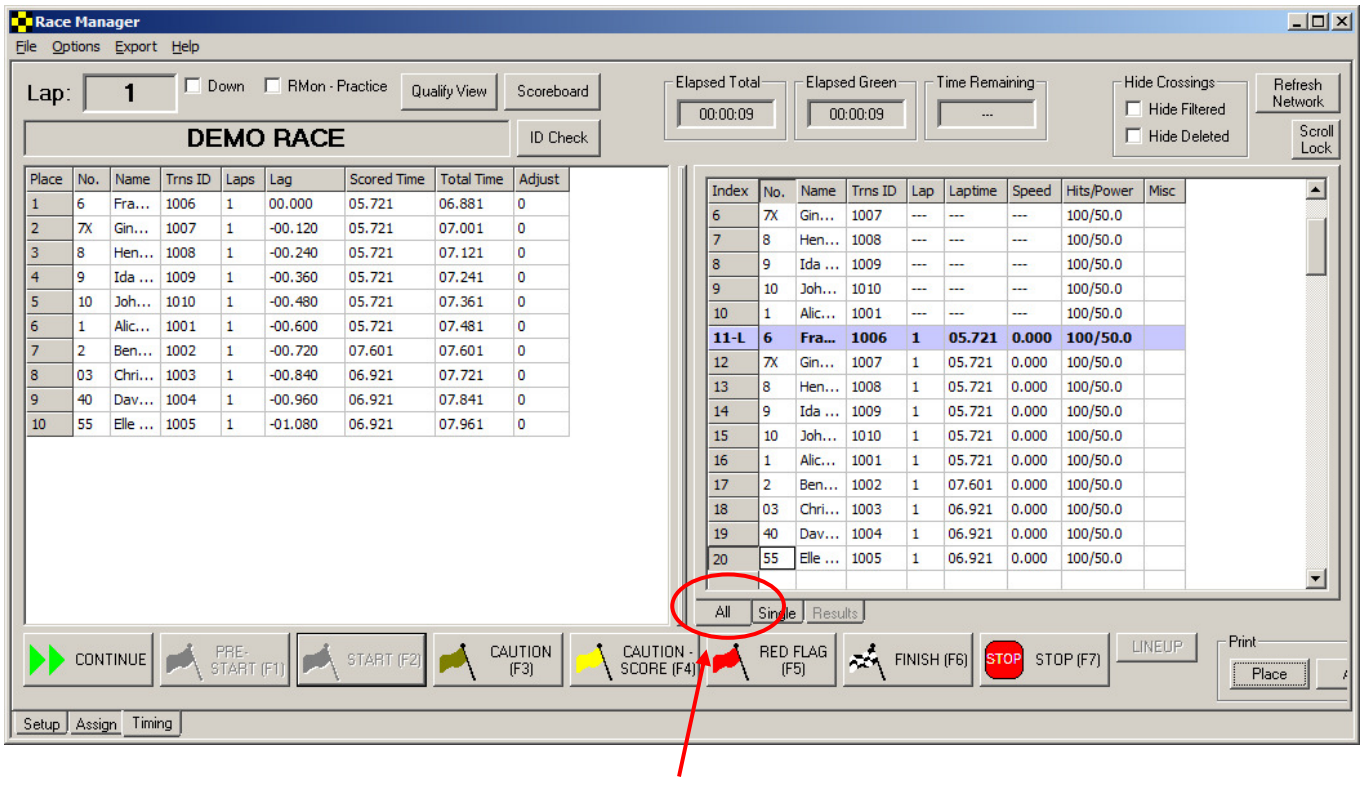
**Note:** Any changes made here will not be reflected on the assignment template.

### 2.3.14.3 Double Click

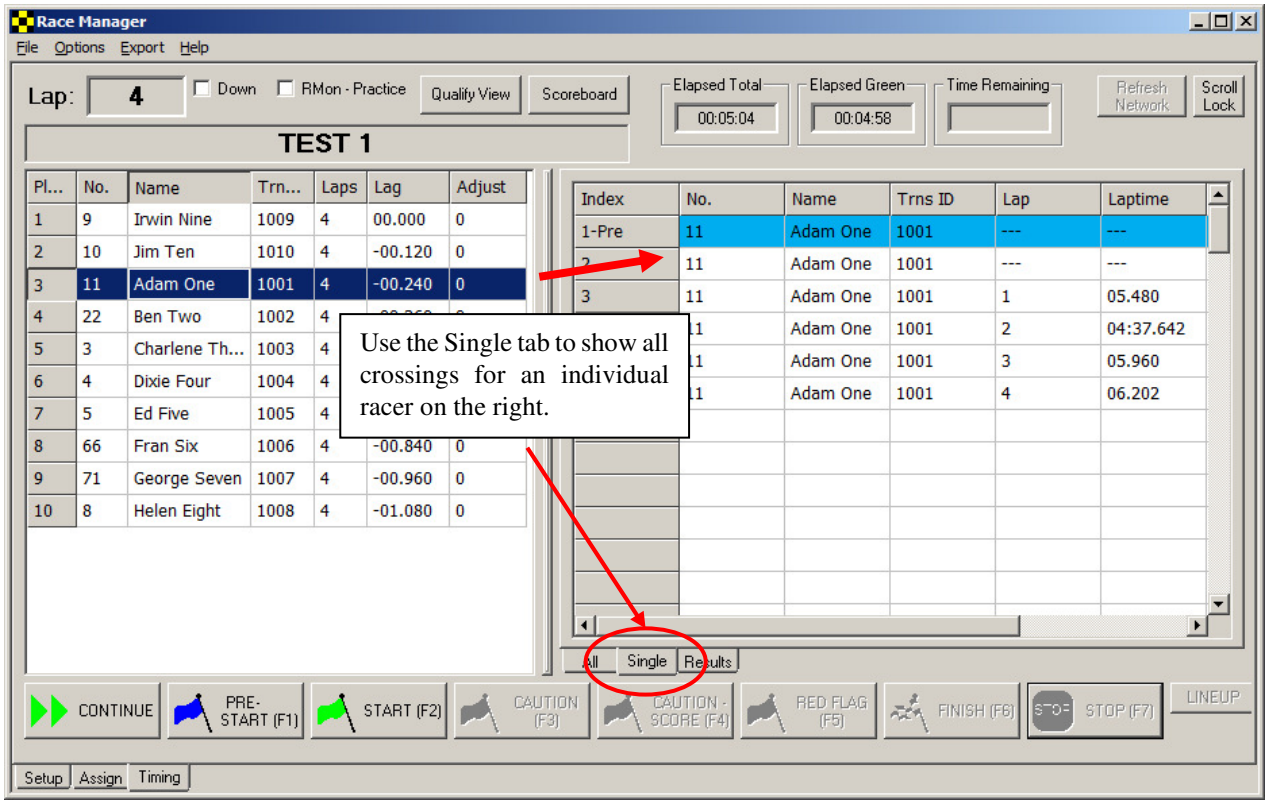
Double click on one of the racers in the **Place/Qualify** window will manually insert a crossing to the end of the crossing list. This is useful if a racer should be credited for a lap but went through the in-field and missed the detection loop or went into the pits.

## 2.3.15 Crossing Window

The **Crossing Window** is used to display all crossings. There are three tabs selections for this window; **ALL, Single** and **Results.** By selecting **ALL**, every crossing by every vehicle will be displayed. By selecting **Single** the crossings of a single vehicle selected on the **Place Window** will be displayed. To do this click and select the desired line from the **Place/Qualify Window.** See section 2.3.27 for information on the results tab.




**All Tab**




**Single Tab**

### Troubleshooting with Hits/Power

The data in this column is very helpful for troubleshooting. It can help determine if a transponder is mounted poorly, there is a cabling issue or if there is external RF interference.

Each transponder transmits its serial number repeatedly very rapidly on a periodic basis. The **hits** number indicates how many times the system "saw" the serial number being transmitted as it passes by the start/finish line detection point. The faster the vehicle crosses the detection point, the lower the **hits** number.

The **power** number is a measure of the transponder's signal strength. This number can change drastically with orientation. Therefore, be sure to mount the transponder it's ideal orientation according to the owner's manual.

### Hints

1. As each vehicle crosses the start/finish verify that the **power** numbers are consistent and above high 30's. The system will detect transponders with power levels below this number. However low power may result in transponders not being detected for some crossings.

2. If a transponder has **power** that is 10 or more below the average power for other transponders, it indicates the transponder is not mounted in the same orientation or location as the others. If the **power** number is low, the transponder should be relocated or reoriented. See the instruction manual for each transponder type for ideal mounting orientation and locations.

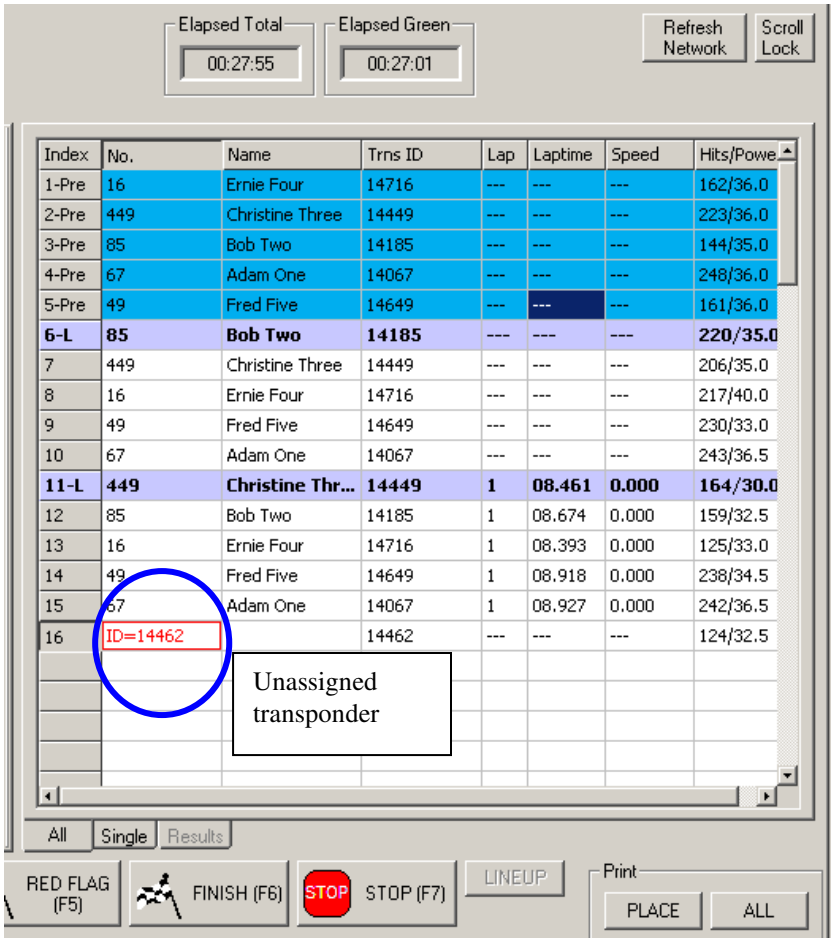
3. If the **power** number is in the good range (40 and above), but the h**its** number is low compared to other racers, this indicates poor mounting position. Low **hits** mean that the transponder is not being "seen" very well. Transponders in a recessed location, oriented incorrectly or have metal or carbon fiber obstructions will reduce the **hits** number.

4. If the p**ower** number is good, but the h**its** number is erratic at a given speed can indicate poor mounting or interference. Poor mounting is associated with a transponder. Interference tends to affect all transponders, unless the interference is coming from the vehicle itself.

5. Low **power** numbers or low **hit** numbers for all transponders indicates poor connectivity in the wiring or incorrect mounting on all vehicles.

### 2.3.16 Unassigned Transponder

When transponders are not assigned to a competitor under the **Assign** tab the transponder number will show up in RED under the crossing screen. At any point during the race the transponder may be assigned to a competitor under the **Assign** tab or by right mouse clicking the transponder on the Place/Qualify window and selecting the Assign option in the pop-up menu. See section 2.3.14.2 for specific details.



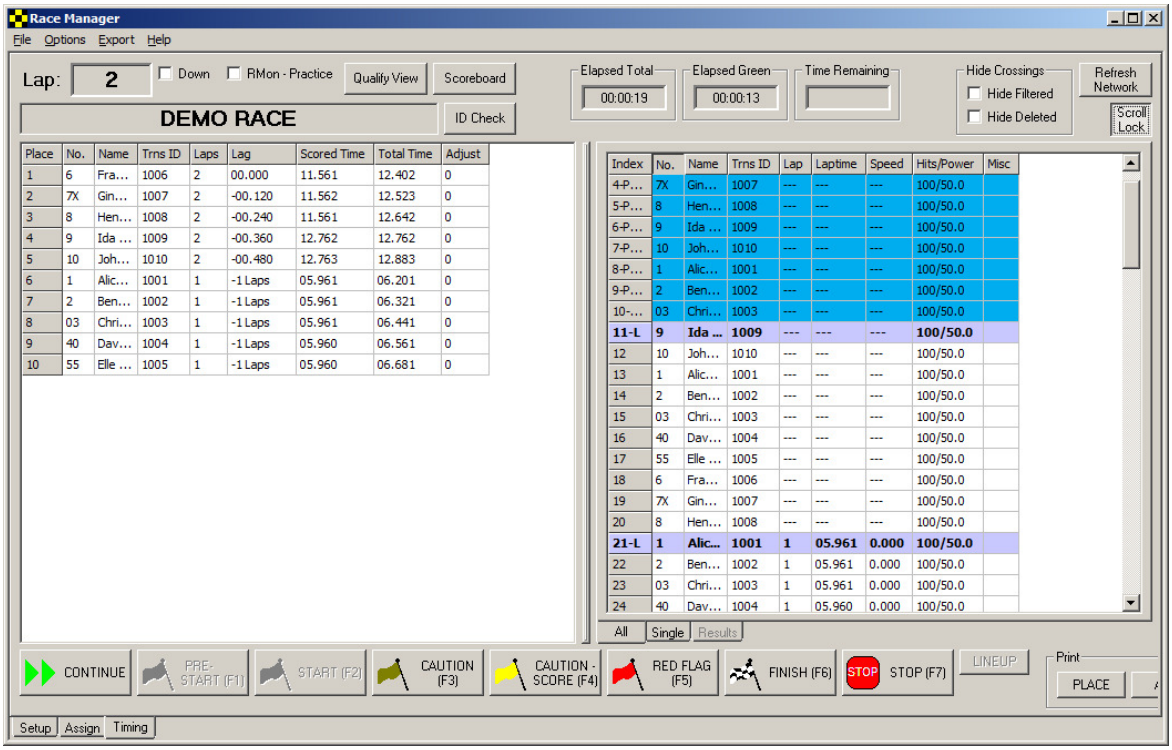

**Note: DO NOT** set any unused transponders within **20 Feet** of the scoring loop or the coax cable or timing equipment. Doing so may result in unintended transponder readings.

### 2.3.17 Continue Button 


This button is used to continue a race or timing session which has already been stopped. For example, if there is more than one qualifying session for the same class. After the first qualifying session is run, the results may be reopened and additional qualifying times can be captured by clicking the **Continue** button and restarting the timing session.

### 2.3.18 Pre-Start Button 


This button is used to pre-start a timing session. The crossings are recorded and shown on the crossing window, but not scored. This is useful for verifying that each vehicle has a transponder and that it is functional properly. Pre-start crossings are highlighted in blue. Use the ID Check features described in section 2.3.13.



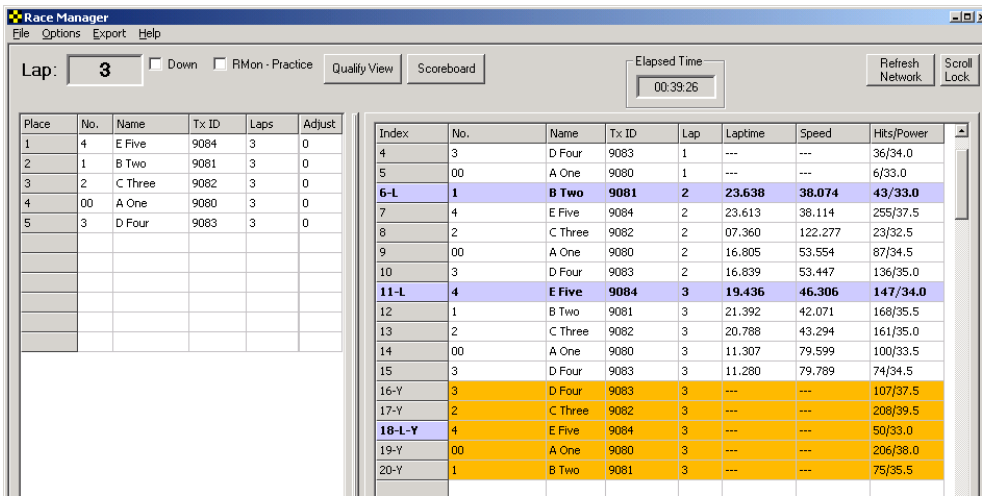

**Pre-Start crossings in blue**

### 2.3.19 Start Button 


To begin a timing session, click on the **Start** button. It is not necessary to select an assignment template from the **Assign** page. If no assignment template is selected or a blank one is selected the display will only indicate the transponder ID numbers. It is possible to change a template selection during a timing session.

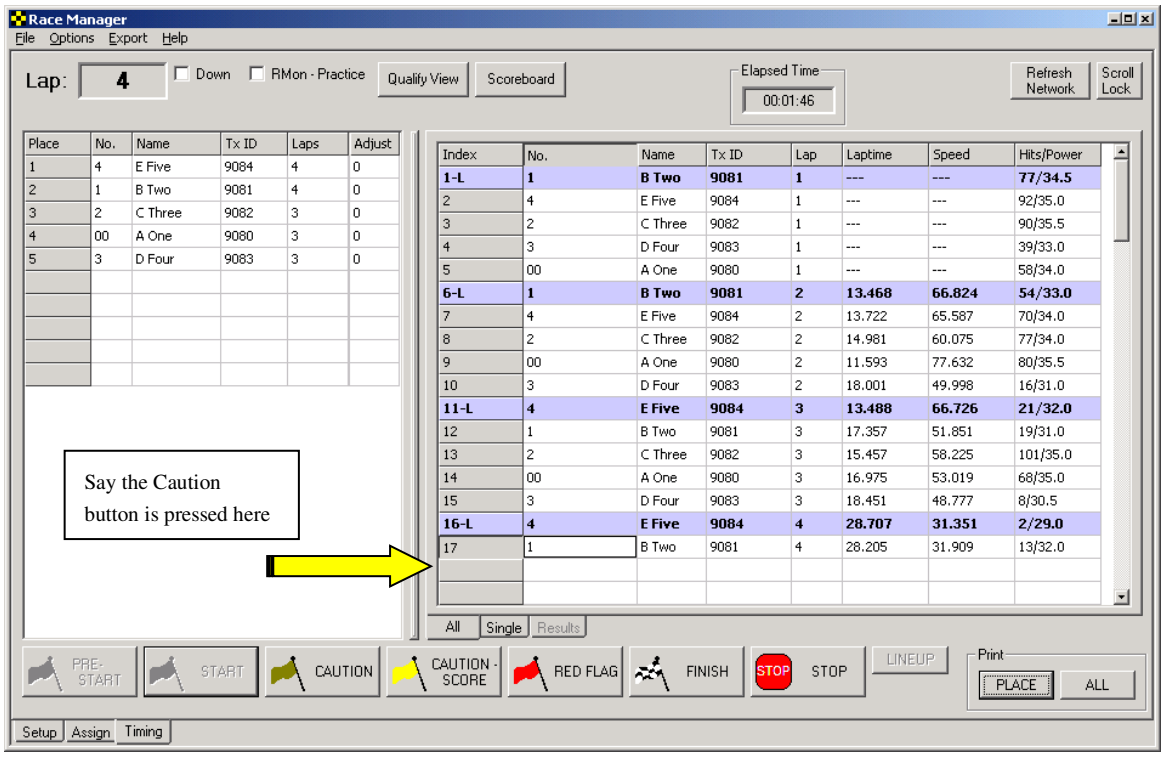
### 2.3.20 Caution Button (F3) - Non-Scoring Cautions 


If a caution occurs this button may be pressed, and a caution condition will be enabled. This causes the crossings on the **Crossing Window** to display the affected crossings in bronze if it is in the **All** view. All crossings are highlighted and will not be scored.

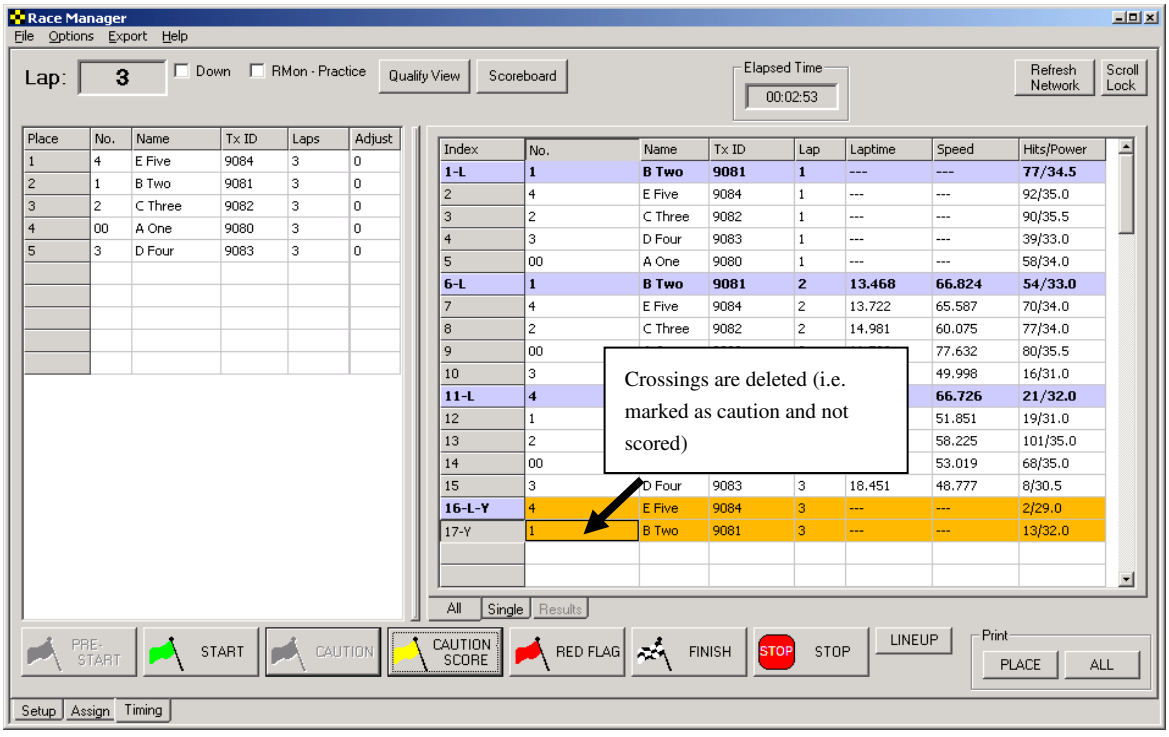



**Caution**

If the **Auto Delete Partial Laps for Caution** checkbox on the **Setup** page is checked a partial lap will be deleted and not scored.




**Before Caution Button**




**Auto Delete Partial Lap**

When the **Caution** button is clicked a screen with the current lineup will appear showing the order the racers crossed the start/finish line during the last complete lap. See section 2.3.23 for details.

After the caution period is over click on the **Start** button to go back to a green condition. If the item **Count First Crossing on Return to Green** is checked on the **Setup** page described in section 2.1.8 the very first crossing over the start/finish line will be scored. If this is the case, the computer operator should wait until all the vehicles have passed the start/finish when the green is thrown before clicking on the **Start** button.

If the option **Count First Crossing on Return to Green** is not checked the operator should click on the **Start** button just as the green is thrown, but before the vehicles cross the start/finish. The very first crossing will not be counted. The subsequent crossing will then be counted as the first completed lap.

### 2.3.21 Caution-Score Button 


The **Caution-Score** button is used when the caution crossings will be scored. All crossings in this case will be scored unless the **Finish Lap on Caution (Only for Scored Cautions)** checkbox described in section 2.1.6.1 is checked. See the tutorial section 3.1 for a guide to split scoring.

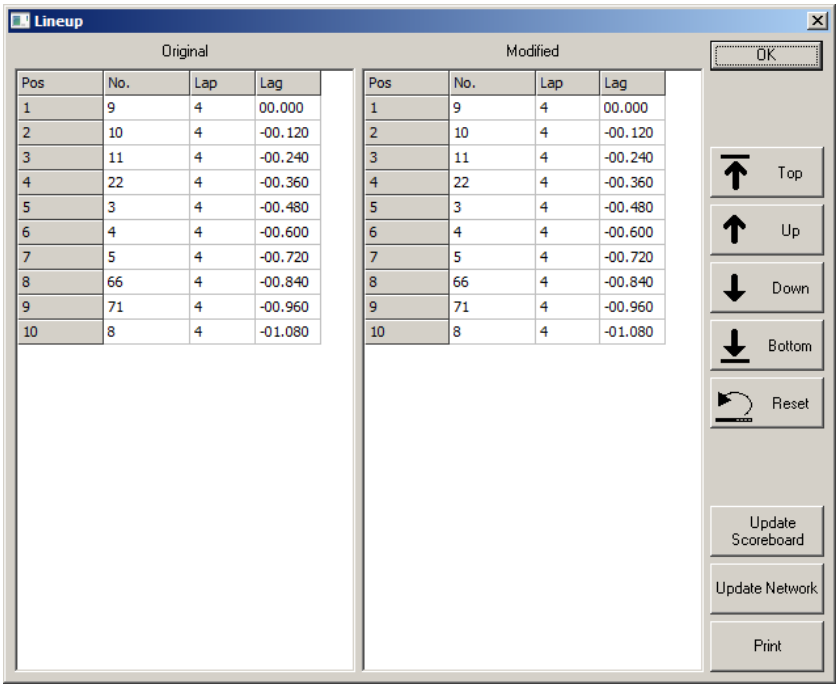
### 2.3.22 Red Flag Button 


If a red flag condition occurs pressing this button will cause a red flag to be enabled. All crossings affected will be highlighted in red. See section 2.3.23 for details on the lineup screen. When the red period is over click on the **Start** button to go back to a green condition.

**Note:** Leave red even if running under yellow until ready to go back green then press **Start** button unless scoring yellows then press **Start** button and press **Caution-Score**.

### 2.3.23 Lineup Screen

When the **Caution, Caution-Score or Red Flag** buttons are clicked a screen with the current lineup will appear showing the order the racers crossed the start/finish line during the last completed lap or it will show the last race position depending on whether or not the **Use Race Results for Lineup** checkbox on the **Setup** page is checked.




| Pos | No. | Lap | Lag |
|---|---|---|---|
| 1 | 9 | 4 | 00.000 |
| 2 | 10 | 4 | -00.120 |
| 3 | 11 | 4 | -00.240 |
| 4 | 22 | 4 | -00.360 |
| 5 | 3 | 4 | -00.480 |
| 6 | 4 | 4 | -00.600 |
| 7 | 5 | 4 | -00.720 |
| 8 | 66 | 4 | -00.840 |
| 9 | 71 | 4 | -00.960 |
| 10 | 8 | 4 | -01.080 |

| Pos | No. | Lap | Lag |
|---|---|---|---|
| 1 | 9 | 4 | 00.000 |
| 2 | 10 | 4 | -00.120 |
| 3 | 11 | 4 | -00.240 |
| 4 | 22 | 4 | -00.360 |
| 5 | 3 | 4 | -00.480 |
| 6 | 4 | 4 | -00.600 |
| 7 | 5 | 4 | -00.720 |
| 8 | 66 | 4 | -00.840 |
| 9 | 71 | 4 | -00.960 |
| 10 | 8 | 4 | -01.080 |

**Lineup Window**

The left-hand side of the screen shows the lineup according to the scoring system. The right-hand side is used to modify the scoreboard output only. Adjustments can be made on the right-hand side of the screen. To do this you click on one of the entries on the right so that it is highlighted. Then, click on one of the buttons on the right to either move the selected entry up or down.

The **Top** button moves the entry all the way to the first-place position. The **Bottom** button moves the participant to the very bottom of the list. The **Up** and **Down buttons** move the entry up and down one position respectively.

Once you are satisfied with the rearrangement the **Update Scoreboard** button may be clicked to send the modified data to the scoreboard. The **Update Network** button may be used to send the modified update over the RMonitor or RMViewer feed. This is useful for updating devices with the lineup that use these data feeds.

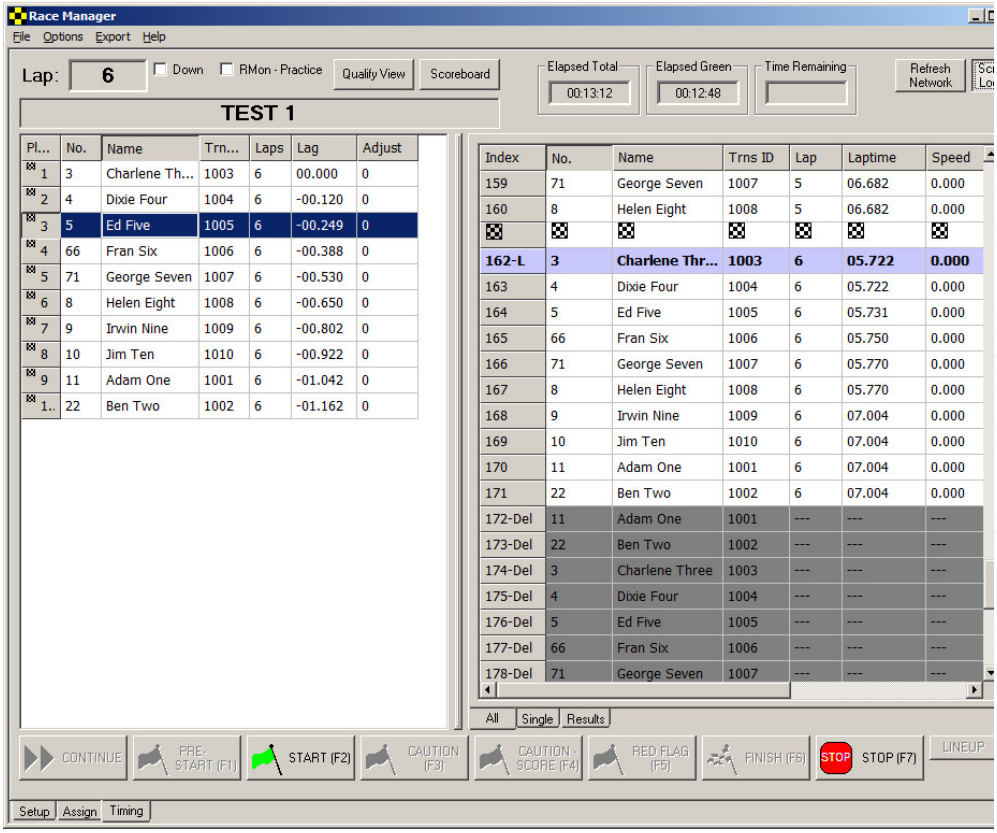
**Note 1:** Modifications on the Lineup screen does not change the actual positions of the racers. The modifications are for the benefit of the scoreboard display only.

**Note 2:** While the Lineup screen is displayed the scoreboard will not update positional changes under non-scoring caution conditions.

### 2.3.24 Finish Button 


Click the **Finish** button right before the leader takes the checkered. This allows each competitor to finish the lap. All subsequent crossings are recorded but not scored. This prevents the leaders from being accidentally scored if they do not get off the track immediately after crossing the start/finish line.

When the **Finish** button is pressed a line with checkered flags will appear on the crossing window. When a crossing occurs after this line a small, checkered flag will appear next to the racer on the **Place/Qualify** window to indicate the racer has taken the checkered.



**NOTE:** You may left mouse click and drag the Finish flag if it is in the incorrect position.

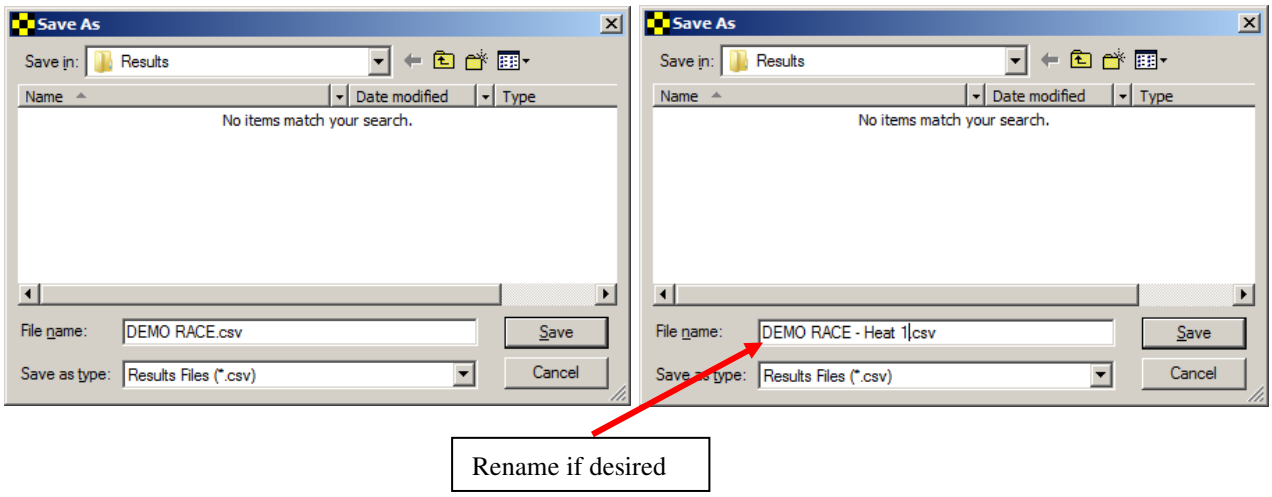
If the **Finish** button is accidentally pressed, the race can be continued by clicking on the **Start** button. The finish flag line will disappear, and the deleted crossings will be turned into green flag crossings.

### 2.3.25 Stop Button 


Click the **Stop** button to stop all scoring. When this is done a window will pop up and the user is given a chance to save the results of the timing session. The default file name is the name of the assignment template used. You can change this by typing the name of the file to save the data as and click **OK**. If **Cancel** is clicked, no data is saved. However, it is still possible to save the data by going to the menu item <FILE>\<SAVE RESULTS>.

**NOTE:** A very useful feature is the **auto save** feature. When the **Stop** button is pressed Race Manager automatically saves the race data in a folder called **'AutoSave'**. This folder is in the directory that Race Manager is located in.

**Attention:** For Windows Vista machines and higher this may not be the case. If your PC is configured for multiple users (i.e., User Control ON - default for Vista PCs) and Race Manager is installed under C:\ProgramFiles (x86) your data will be stored in a virtual directory under your main C drive. This is usually the directory C:\Users\AppData\Local\VirtualStore\Program Files\RaceManager. The auto saved races are named with the assignment name first followed by a date/time stamp.

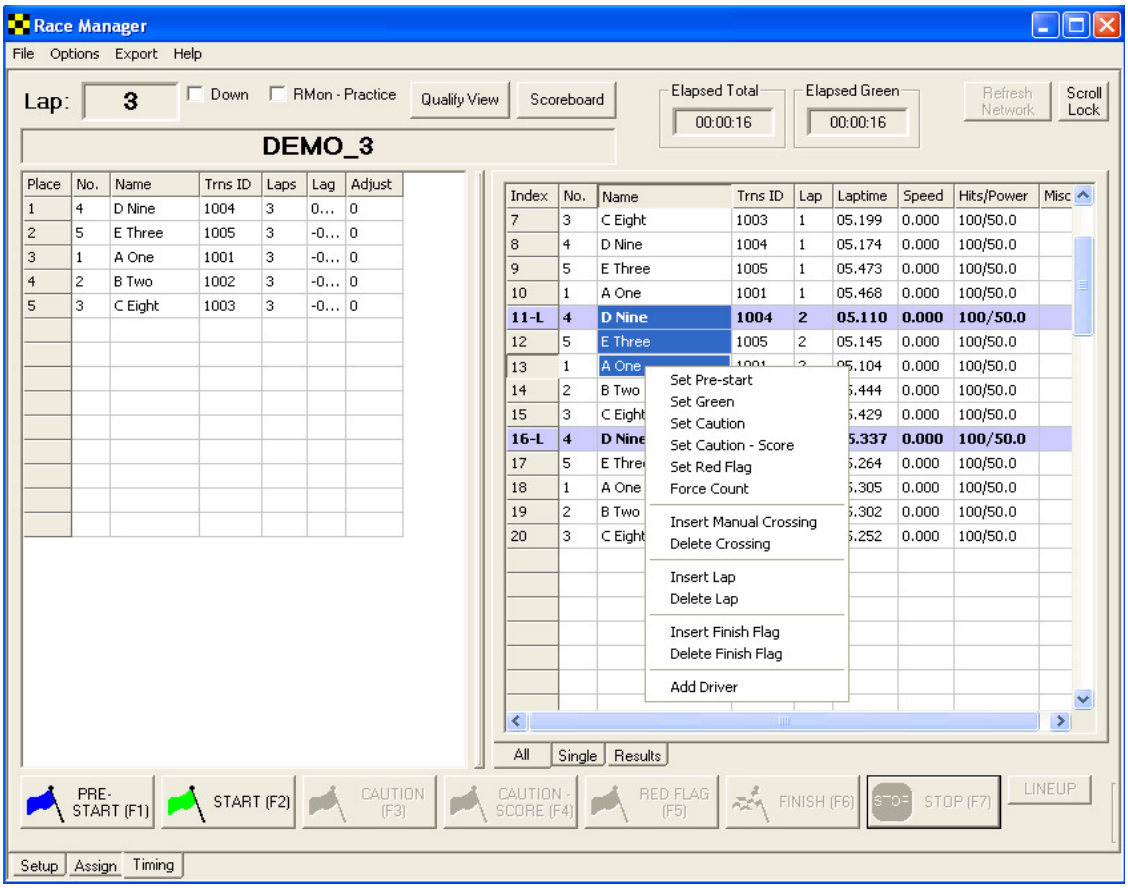



### 2.3.26 Crossing Window Pop-Up Menu (Used to change crossing status)

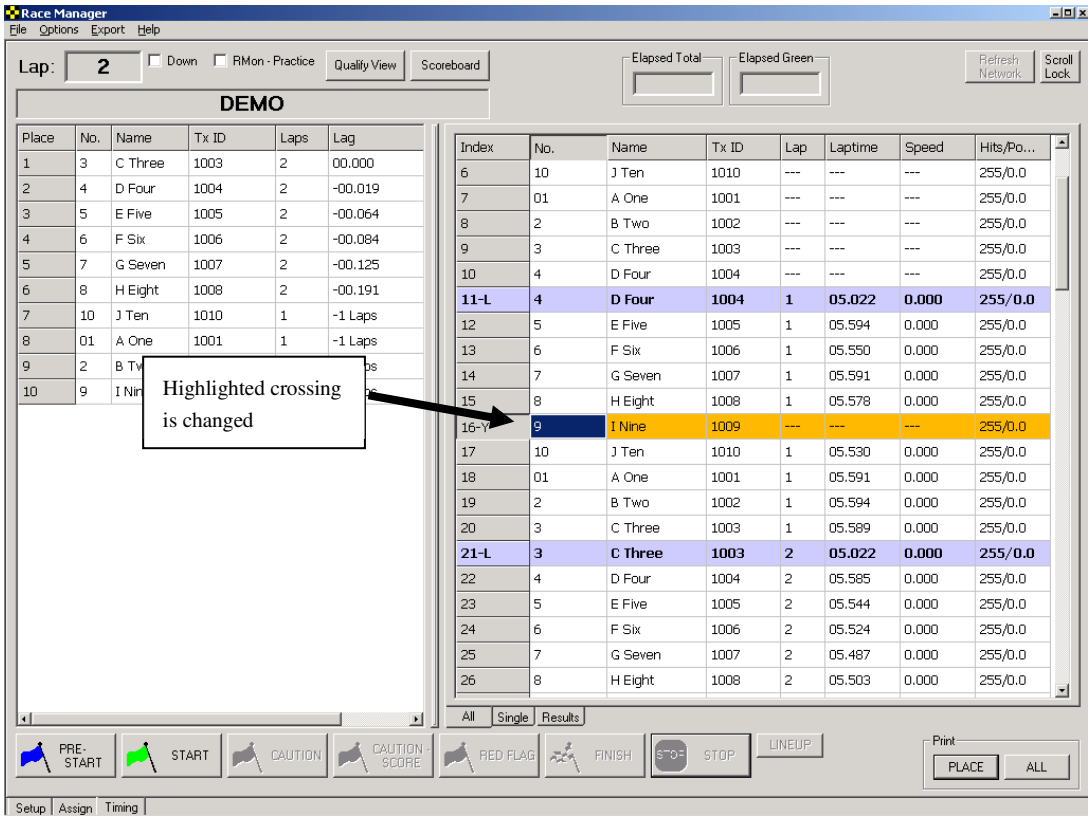
This menu can be used to change any crossing to a different flag condition. For instance, it can be used to change a green flag crossing to a caution flag crossing or a red crossing. There are also several other options for inserting manual crossings. See the sections below for a more detailed description.

#### 2.3.26.1 Changing Crossing Type

Individual or multiple crossings may be selected for, and their crossing type changed by first highlighting the desired crossing and then right-clicking the mouse with the mouse cursor in the **Crossing** window. Select the desired choice such as **Set Caution** and the crossing type will change. This is a very useful feature used to correct mistakes such as accidentally pressing the **Caution** button at the wrong time.



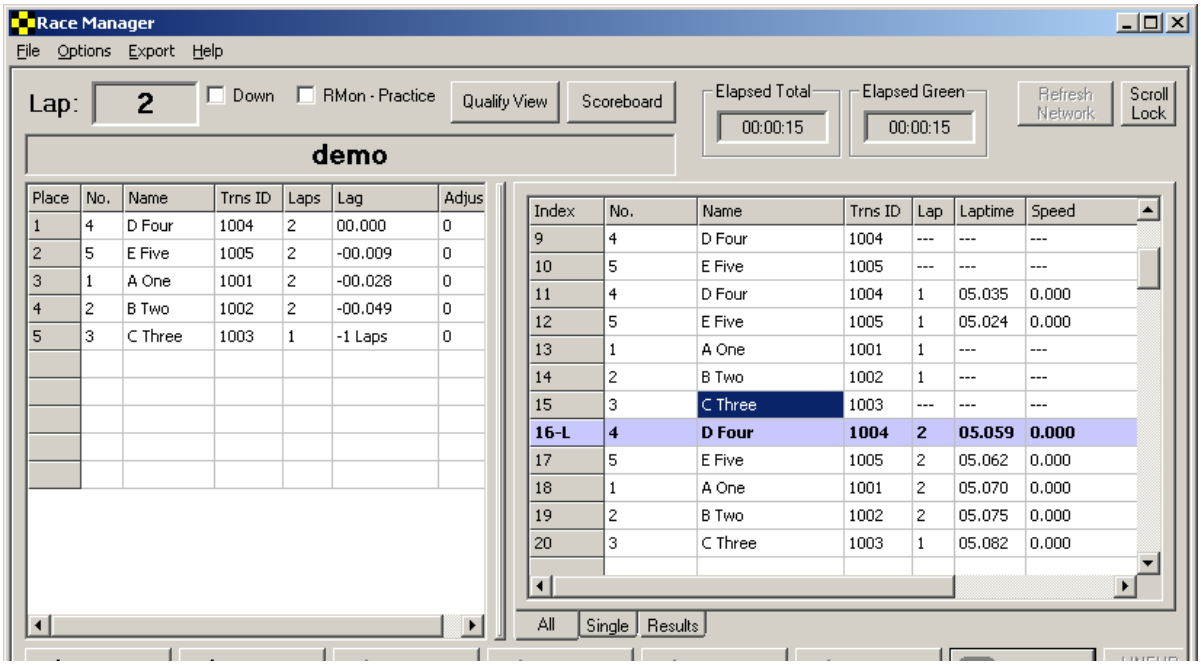

**Crossing window right clicked**



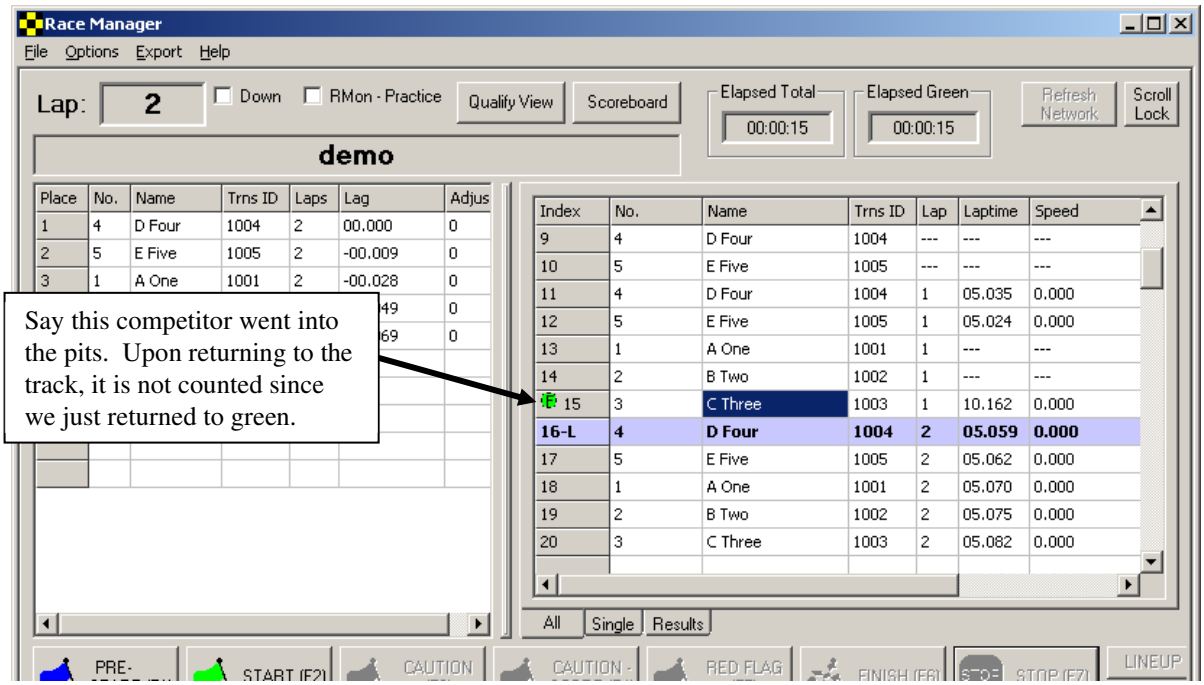

**Highlighted Crossing Changed**

**Note: Be careful using this feature. It is a powerful feature but can have unintended consequences.**

There is a special crossing type called **Force Count.** Depending on the selections made in the **Setup** page sometimes a crossing may not be counted. For example, after returning to green from a caution the first crossing is not counted if the **Count First Crossing on Return to Green** checkbox is not checked. If the competitor has gone to the pits, and upon their return, the crossing must be counted, then select the **Force Count** selection. See the figure below.



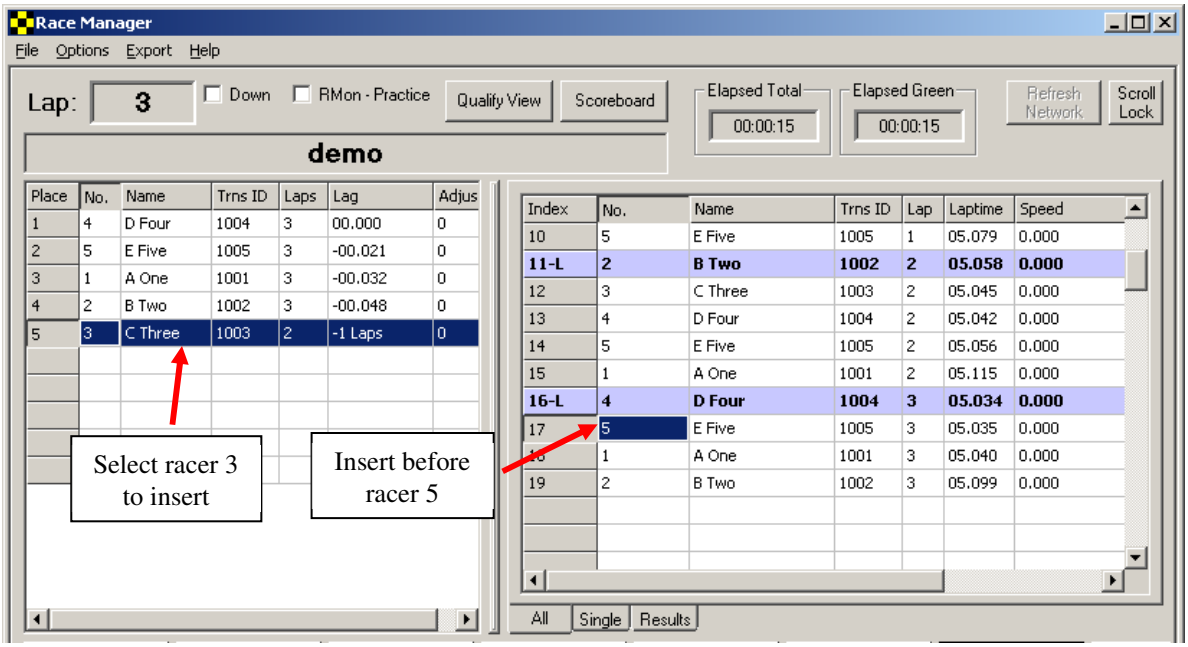

**Use Force Count**




**Crossing is now counted.**

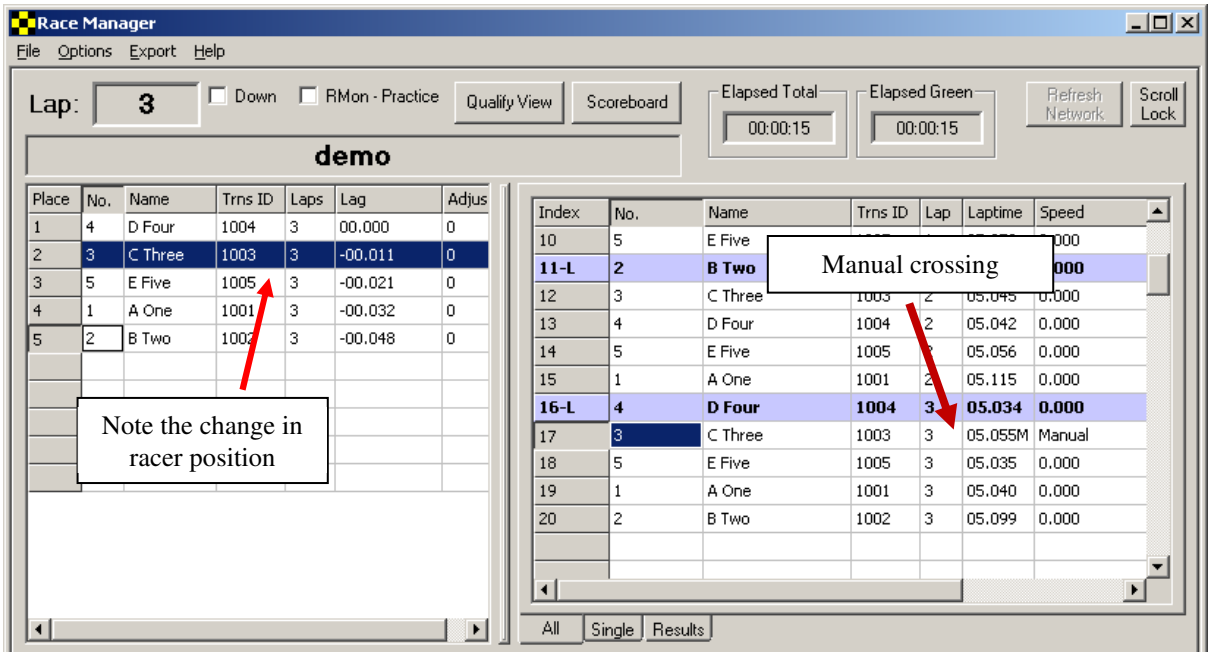
### 2.3.26.2 Insert Manual Crossing

There are two ways to add a manual crossing. The first way is done by selecting a racer in the **Place/Qualify** window on the left and selecting which crossing the manual lap should be inserted before on the **Crossing** window.



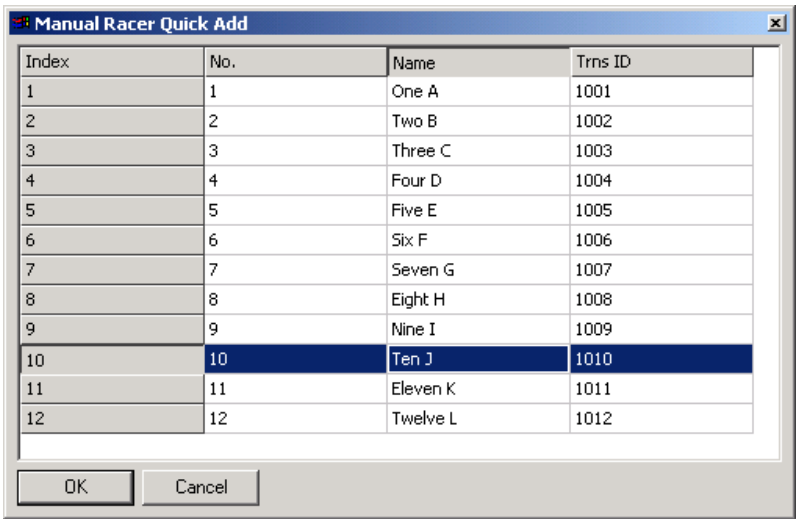

**Highlight Driver**

A racer will get a manual lap inserted before the first racer crosses. Note that the manual lap is created such that it is exactly halfway in time between the crossing immediately before and immediately after the point it is inserted. Manual laps are useful if a racer misses the antenna loop by perhaps driving through the infield area.




**Inserted Manual Crossing**

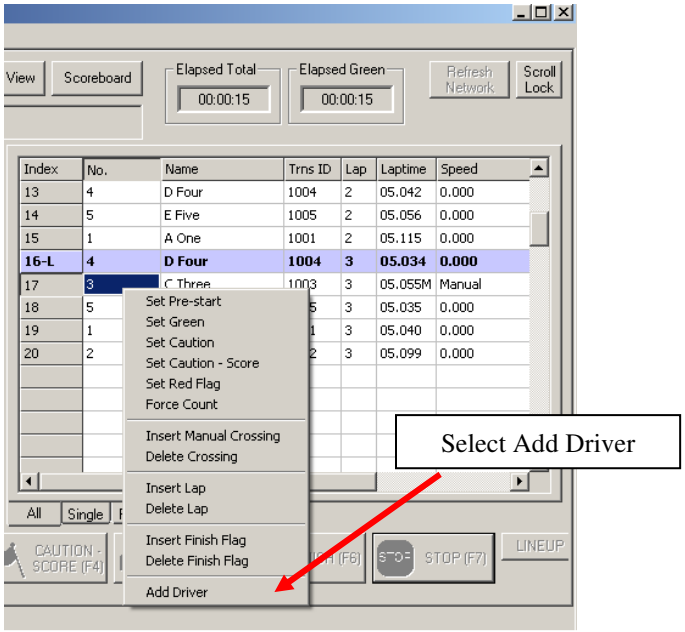
This first method requires that a transponder already has an entry on the left-hand **Place** window. The second method does not require this. There are 2 ways to do this. For the first method left double click on the line on the **Crossing** window that the manual crossing will be entered at. The **Manual Racer Quick Add** window will pop up.




**Manual Quick Add Window**

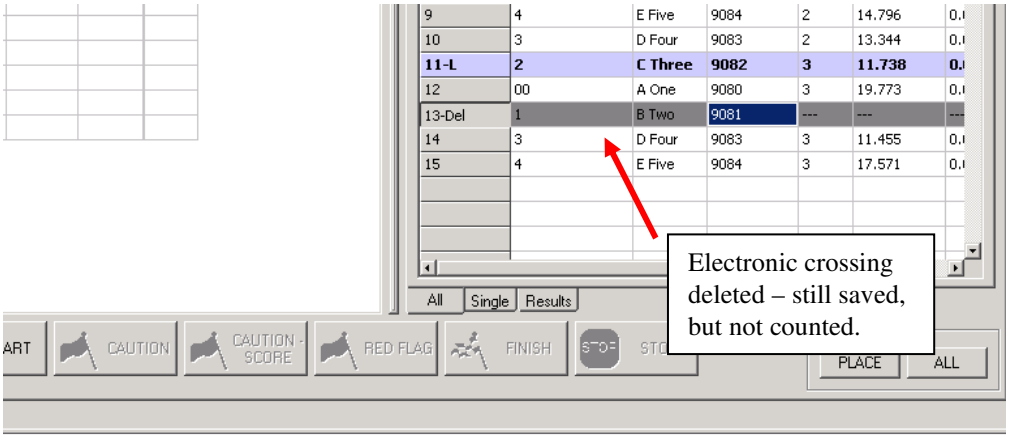
Now either select the racer to add a crossing for and click the **OK** button or double click on the racer. This will add a new manual crossing.

The second way to bring up this window is to click on the crossing on the crossing screen where you want the manual crossing to be entered. Then right mouse click to bring up the pop-up menu. Now select the **Add Driver** option. The **Manual Quick Add** window will appear.



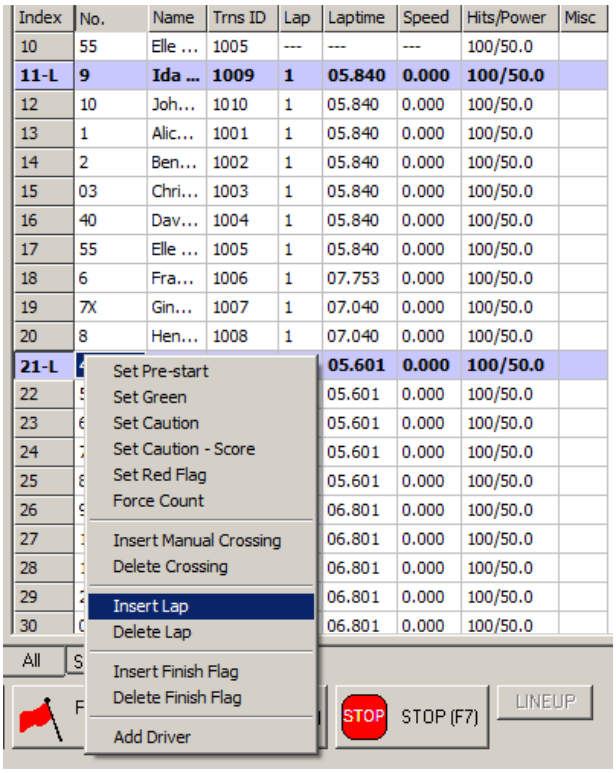
### 2.3.26.3 Delete Crossing

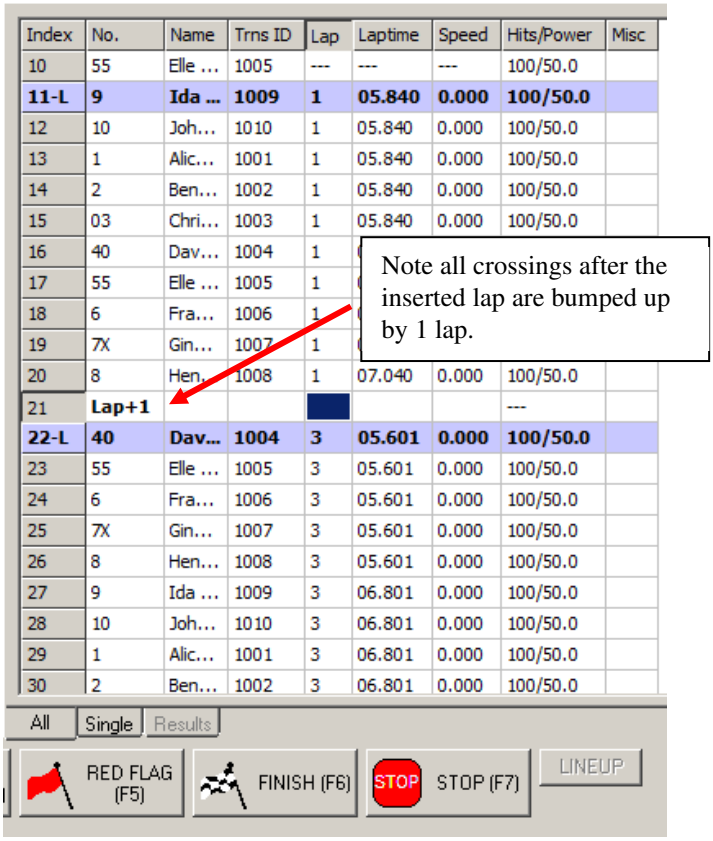
A crossing may be deleted by highlighting a crossing, right mouse click over the **Crossing** window and selecting **Delete Crossing** from the pop-up menu. Manual crossings will be permanently deleted. Electronic crossings will be grayed out and not counted towards scoring.




### 2.3.26.4 Insert Lap

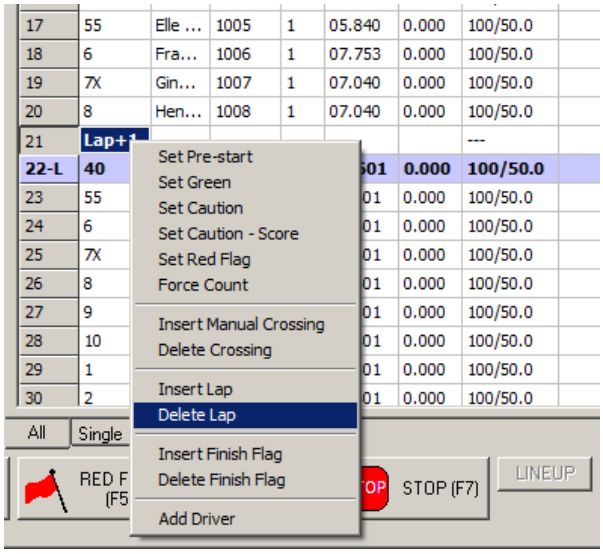
To add a lap to the entire field, highlight the line where the lap should be inserted, right mouse click over the **Crossing** window and select **Insert Lap** from the pop-up menu.





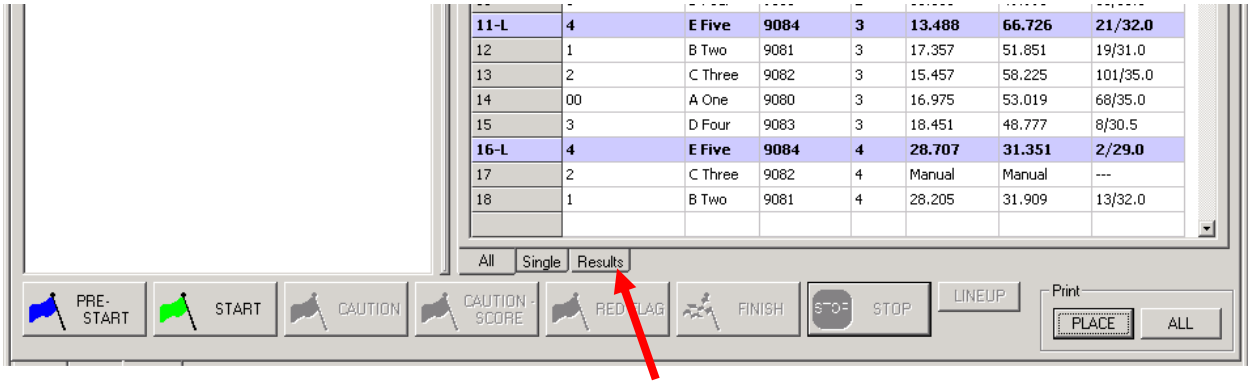

### 2.3.26.5 Delete Lap

A manually inserted lap may be deleted by highlighting the manual lap (ie **Lap+1)** and selecting **Delete Lap** from the pop-up menu.

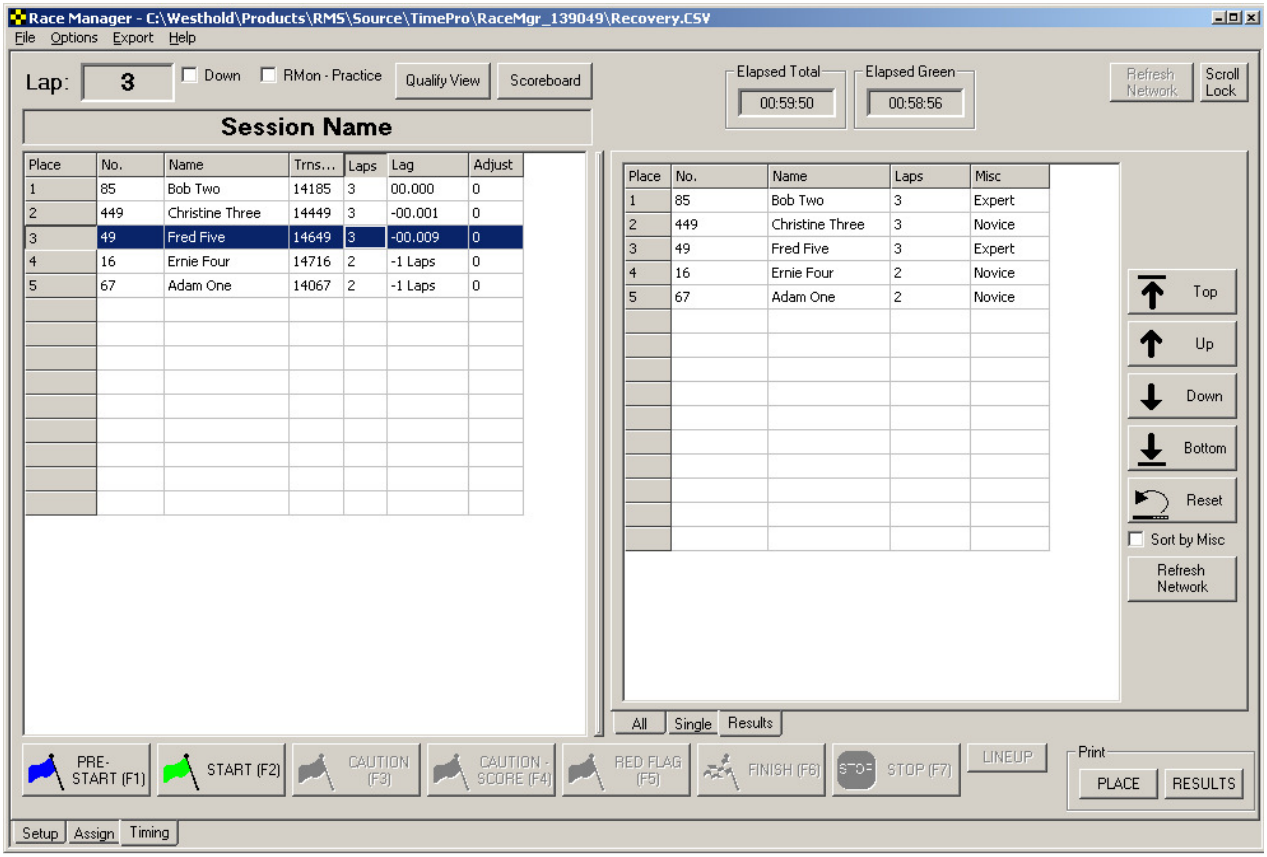


### 2.3.27 Results Tab

When the **Stop Button** is pressed and a timing session is concluded, the **Results** tab on the **Crossing** window becomes enabled. Clicking on the tab shows the final results view of the session.




**Results Tab**



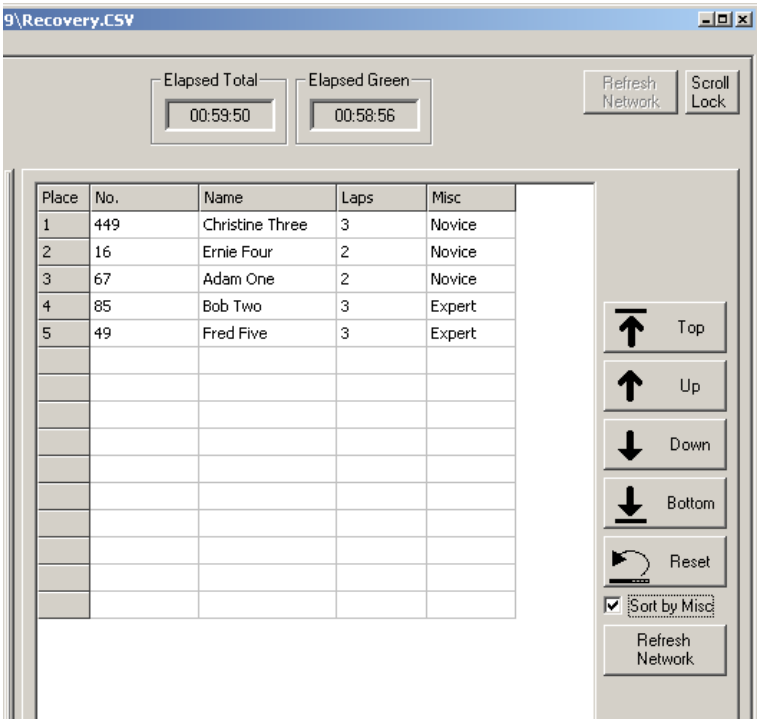

**Results Screen**

The results may be manipulated using the buttons on the right-hand side of the screen. Highlight the competitor to modify and click on one of the buttons on the right-hand side to move the competitor.

The **Refresh Network** button can be used to send the modified results to applications that use the RVViewer or RMonitor feed.

**Note:** After manipulating the results, the data must be saved. Do this by selecting the menu item <File>/<Save Results> or <File>/<Save Results As>.

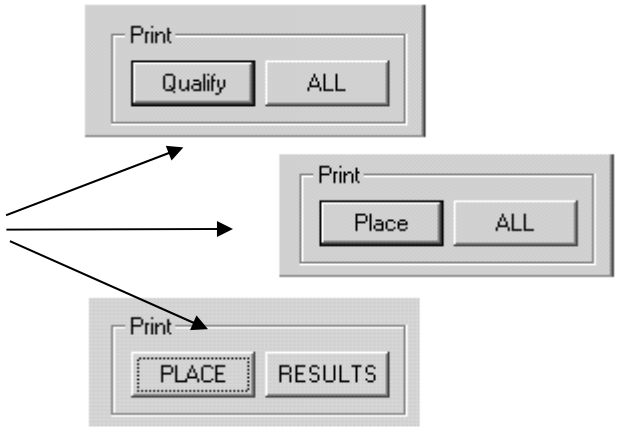
If the **Misc** column were used in the assignment template, you can sort the finish according to the Misc column information. Note in the figure below that the finish order is sorted according to the Misc column as opposed to showing the overall order.




### 2.3.28 Print Buttons

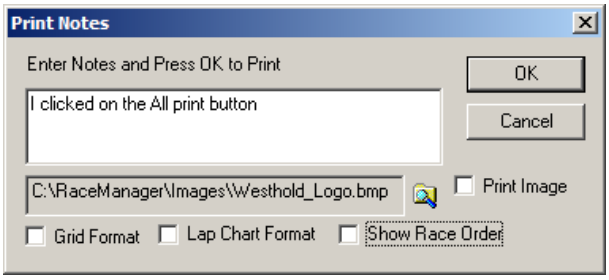
There are two print buttons. One button will print what is in the **Place/Qualify** window; the other button will print all crossings found in the **Crossing** window. The functionality of the left print button will print the appropriate information depending on whether the software is in qualifying or place mode as defined by the **Qualify/Place View** button. Note that the button will change text to indicate what will be printed.

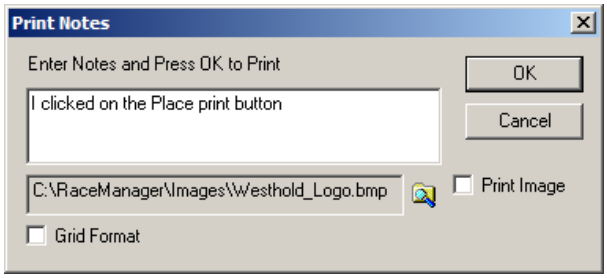
Button changes text depending on view mode selected



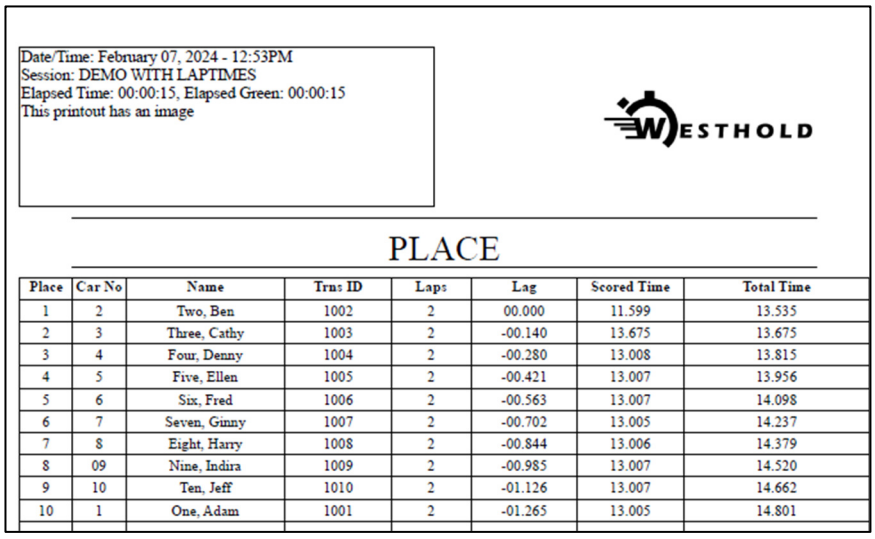
### 2.3.28.1 Print Dialog

When one of the print buttons is pressed a window will pop up. Depending on which print button is pressed the window may look slightly different.




There are 2 print formats to choose from. One is the Standard format, and the other is the Grid format. The standard format allows for the addition of notes and a logo. The Grid Format prints what is shown on the Race Manager grids.



Date/Time: February 07, 2024 - 12:53PM
Session: DEMO WITH LAPTIMES
Elapsed Time: 00:00:15, Elapsed Green: 00:00:15
This printout has an image

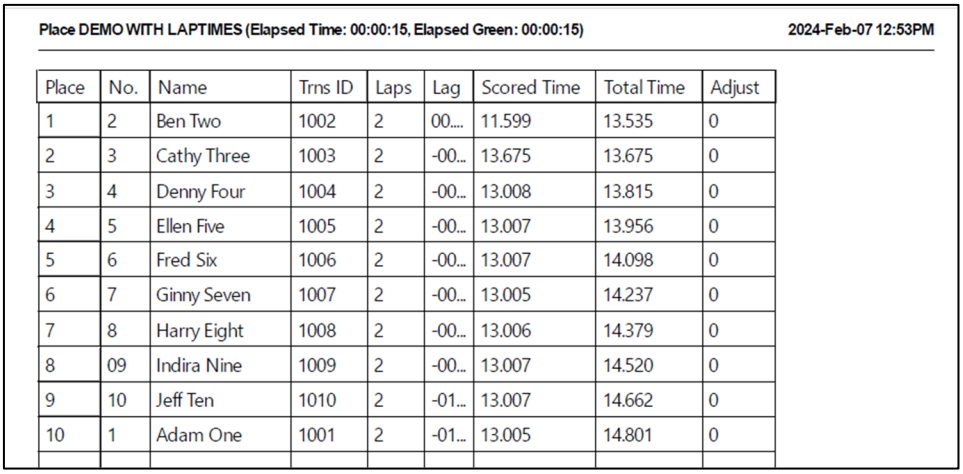
WESTHOLD

PLACE

| Place | Car No | Name | Trns ID | Laps | Lag | Scored Time | Total Time |
|---|---|---|---|---|---|---|---|
| 1 | 2 | Two, Ben | 1002 | 2 | 00.000 | 11.599 | 13.535 |
| 2 | 3 | Three, Cathy | 1003 | 2 | -00.140 | 13.675 | 13.675 |
| 3 | 4 | Four, Denny | 1004 | 2 | -00.280 | 13.008 | 13.815 |
| 4 | 5 | Five, Ellen | 1005 | 2 | -00.421 | 13.007 | 13.956 |
| 5 | 6 | Six, Fred | 1006 | 2 | -00.563 | 13.007 | 14.098 |
| 6 | 7 | Seven, Ginny | 1007 | 2 | -00.702 | 13.005 | 14.237 |
| 7 | 8 | Eight, Harry | 1008 | 2 | -00.844 | 13.006 | 14.379 |
| 8 | 09 | Nine, Indira | 1009 | 2 | -00.985 | 13.007 | 14.520 |
| 9 | 10 | Ten, Jeff | 1010 | 2 | -01.126 | 13.007 | 14.662 |
| 10 | 1 | One, Adam | 1001 | 2 | -01.265 | 13.005 | 14.801 |

**Grid Format**

This format is printed in a "what you see is what you get" format and prints what is shown on the timing page. You may have to adjust the columns to fit the page size selected.

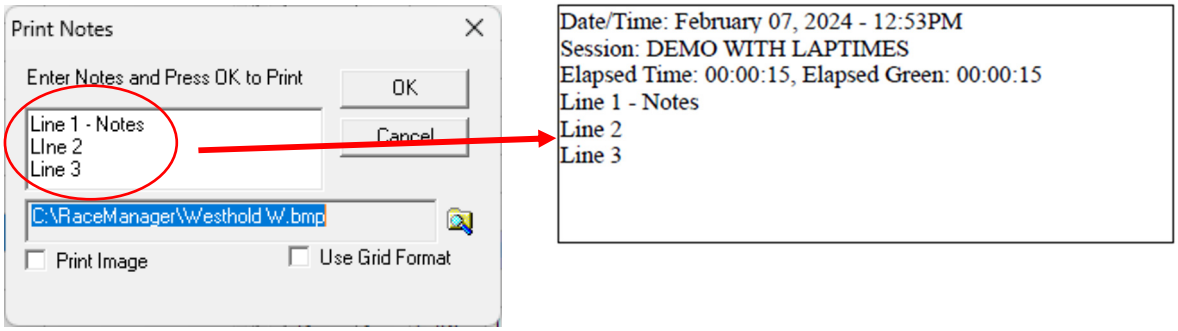


Place DEMO WITH LAPTIMES (Elapsed Time: 00:00:15, Elapsed Green: 00:00:15) 2024-Feb-07 12:53PM

| Place | No. | Name | Trns ID | Laps | Lag | Scored Time | Total Time | Adjust |
|---|---|---|---|---|---|---|---|---|
| 1 | 2 | Ben Two | 1002 | 2 | 00.... | 11.599 | 13.535 | 0 |
| 2 | 3 | Cathy Three | 1003 | 2 | -00... | 13.675 | 13.675 | 0 |
| 3 | 4 | Denny Four | 1004 | 2 | -00... | 13.008 | 13.815 | 0 |
| 4 | 5 | Ellen Five | 1005 | 2 | -00... | 13.007 | 13.956 | 0 |
| 5 | 6 | Fred Six | 1006 | 2 | -00... | 13.007 | 14.098 | 0 |
| 6 | 7 | Ginny Seven | 1007 | 2 | -00... | 13.005 | 14.237 | 0 |
| 7 | 8 | Harry Eight | 1008 | 2 | -00... | 13.006 | 14.379 | 0 |
| 8 | 09 | Indira Nine | 1009 | 2 | -00... | 13.007 | 14.520 | 0 |
| 9 | 10 | Jeff Ten | 1010 | 2 | -01... | 13.007 | 14.662 | 0 |
| 10 | 1 | Adam One | 1001 | 2 | -01... | 13.005 | 14.801 | 0 |

### 2.3.28.2 Print Notes

Allows for the insertion of notes in the **Standard** format report. When producing Grid format reports the notes will not be printed.

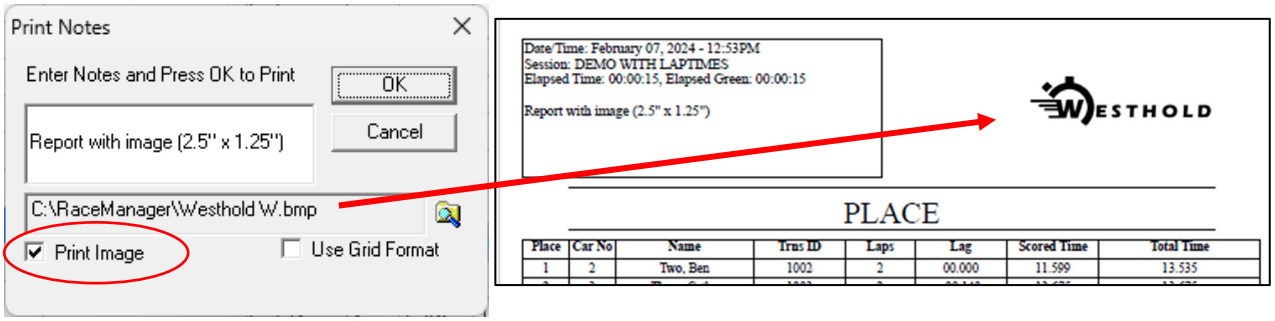



### 2.3.28.3 Print Image

It is possible to include an image such as your organization's logo or sponsor's logo in your printout. Click on the folder icon and choose the image you want to print. The only format Race Manager currently supports is the bitmap format (.bmp files). If you have a JPEG (.jpg) or GIF (.gif) format image you can open this in a program such as Microsoft Paint and then 'save as' a bitmap file.

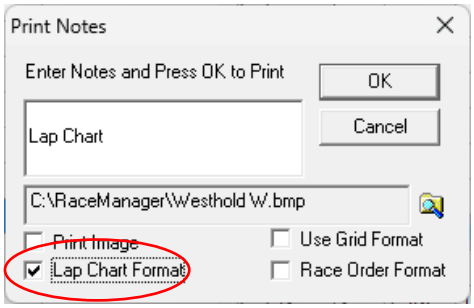
To print the logo, the **Print Image** box must be checked.

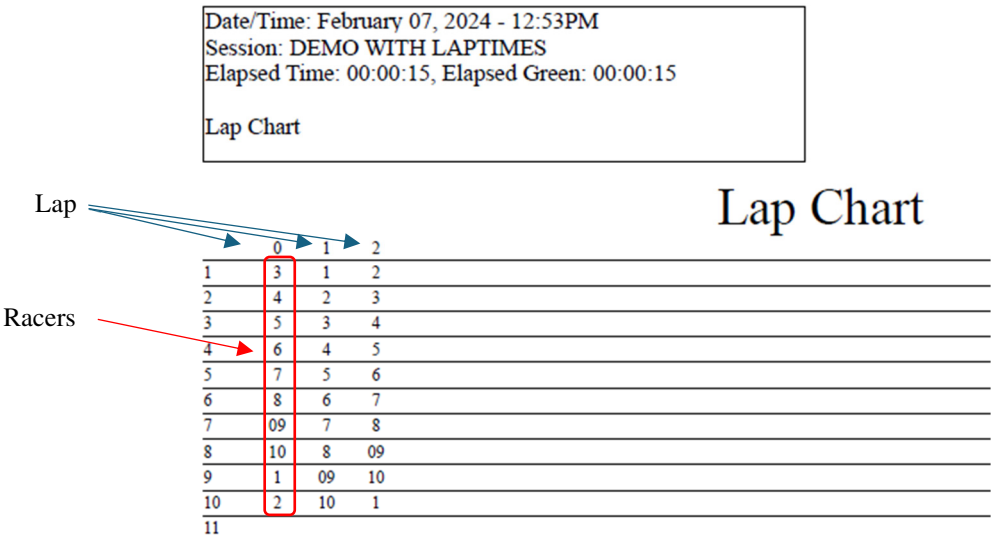
Images will auto-size to fill a 2.5 inch wide and 1.25 inch high area. In other words, images should have an aspect ratio of 2:1.




### 2.3.28.4 Lap Chart Format

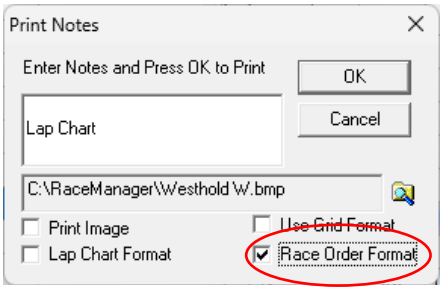
This option is available when the **All** print button is pressed. Selecting this option will create a printout in lap chart format. The lap chart shows the order each racer passed the start/finish line for each lap.



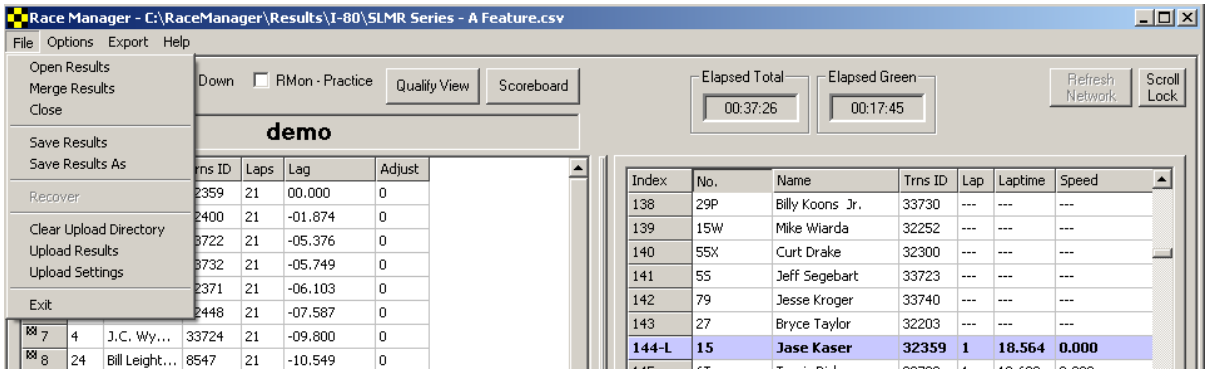



### 2.3.28.5 Race Order Format

Use this option to create a printout showing the racer position for each lap. This report is similar in appearance to the lap chart but shows the running position for each racer at each lap.




### 2.3.29 Menu Items



#### 2.3.29.1 File->Open Results Menu Item

Select the **File->Open Results** menu item to open previously saved results and display them on the screen. Open results may be adjusted using the **Adjust Laps** and the **Set Green/Set Caution, etc** features described above on the crossing screen only. The results may then be re-saved.

#### 2.3.29.2 File->Merge Results Menu Item

Select the **File->Merge Results** menu item to combine another set of results to currently open results. This feature is useful when there is more than one qualifying session for a class.

#### 2.3.29.3 File->Close Menu Item

This clears the data from the screen and from memory.

#### 2.3.29.4 File->Save Results Menu Item

This will save the results on the screen.

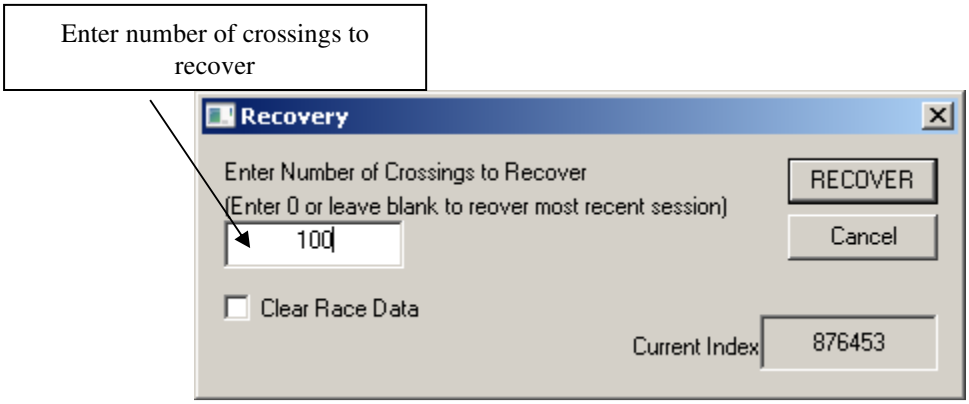
#### 2.3.29.5 File->Save Results As Menu Item

This will save the currently open race results on the screen to a new file.

#### 2.3.29.6 File->Recover

This item allows for the recovery of data from the system. If for instance your PC crashes or someone exits the Race Manager program before the **Stop** button was pressed you can recover the race data. Normally when Race Manager is restarted it will detect that the software was closed prematurely and will ask whether the user wants to recover the race.

In some circumstances the user may have accidentally pressed the **Stop** button before the race finished. By selecting the File->Recover menu item it is possible to recover the data.



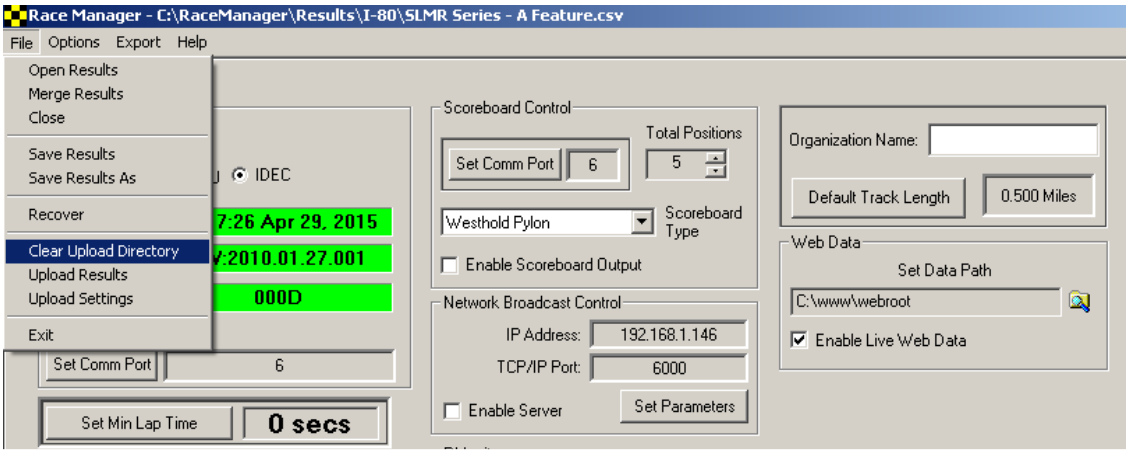

Check the **Clear Race Data** checkbox if you wish to clear what is currently on the timing page. Otherwise, the data will be added to what is already in Race Manager memory.

**NOTE:** This will not work for IDU systems. On IDU systems once the **Stop** button is pressed the data in the IDU will be deleted. However, some of the recovery data may still be on the PC hard drive and that data may be recovered.

#### 2.3.29.7 Upload Menu Items

There are 3 menu items used for uploading data to the westholdtiming.com server. These are the **Clear Upload Directory**, **Upload Results** and **Upload Settings** described below. The data uploaded to the

westholdtiming.com server may be incorporated into your own website using iFrame.



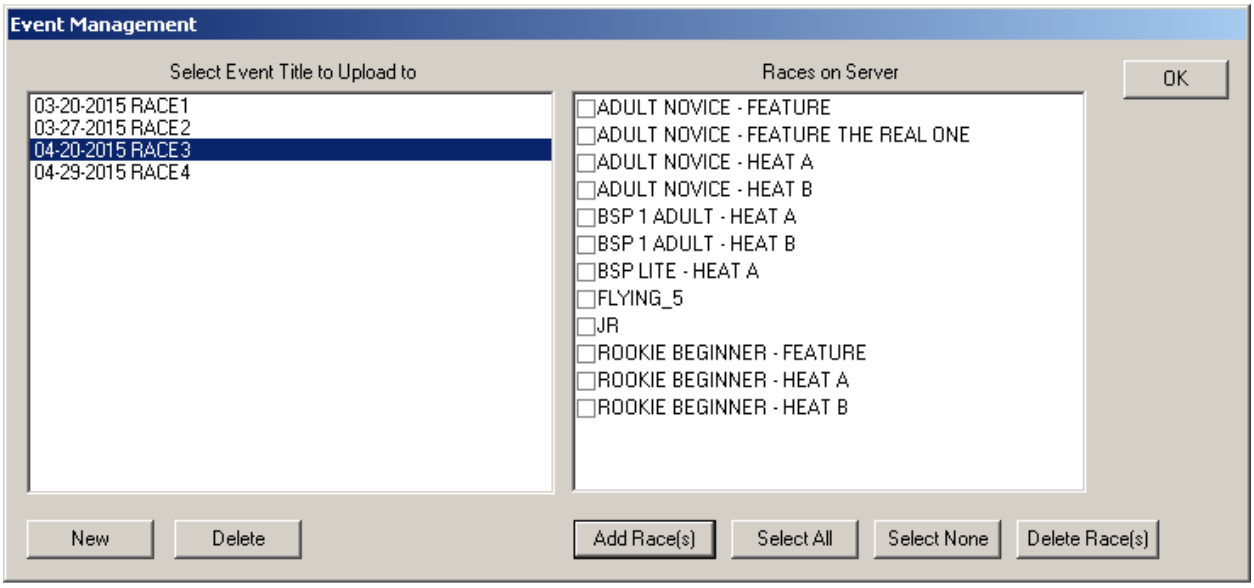

### 2.3.29.7.1 File->Clear Upload Directory

This deletes all files in a directory called UploadXML. This directory is created by Race Manager to hold data for uploading. The files in this directory are generated whenever you start, stop and save the race data. You should clear this directory before each event or there may be many unnecessary files in the directory.

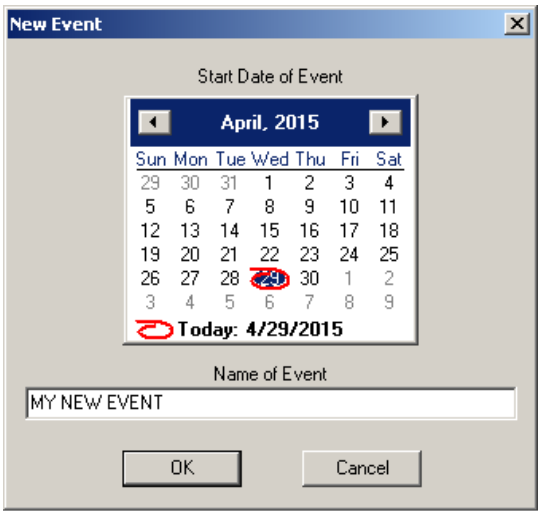
**Note:** If you do not save the timing session results an upload file will not be saved for that session.

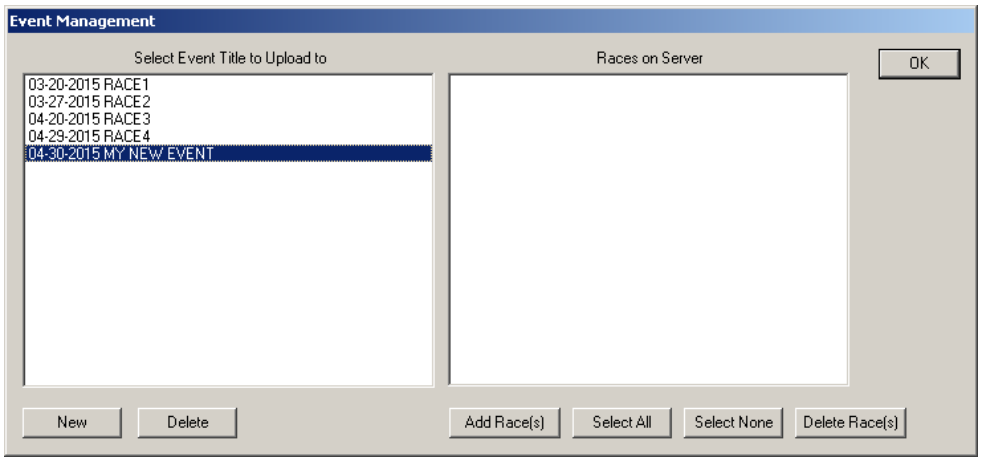
### 2.3.29.7.2 File->Upload Results

To upload results to the westholdtiming.com server select this menu item. The window shown below will appear. This window is used to manage the events and races on the server. The left side shows the events on the server. The right side shows the races under each event.

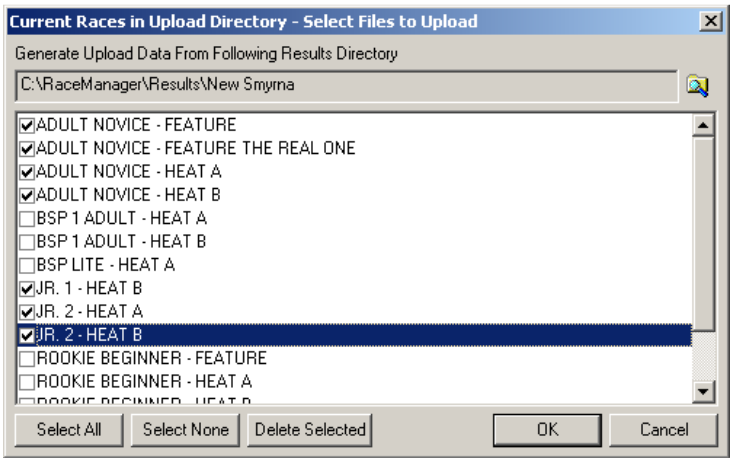



Click the **New** button to add a new event. Select the day of the event and type in a name. Then click the **OK** button when finished.



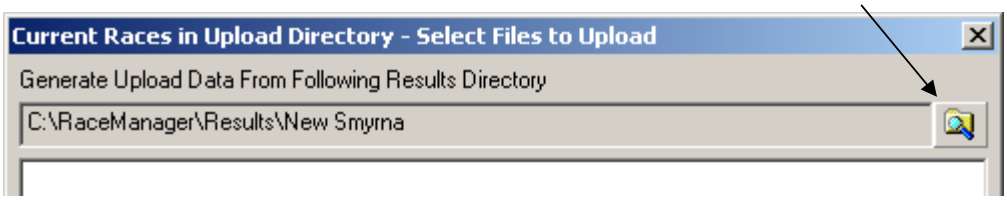




Select the event to add races to and click the **Add Race(s) button.** A window will appear to allow you to select races to add.

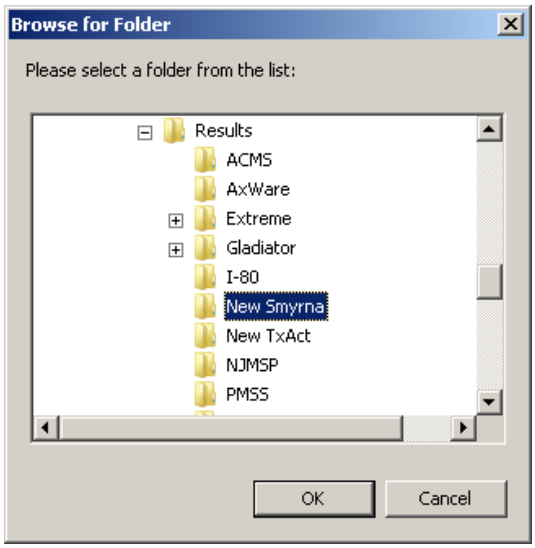


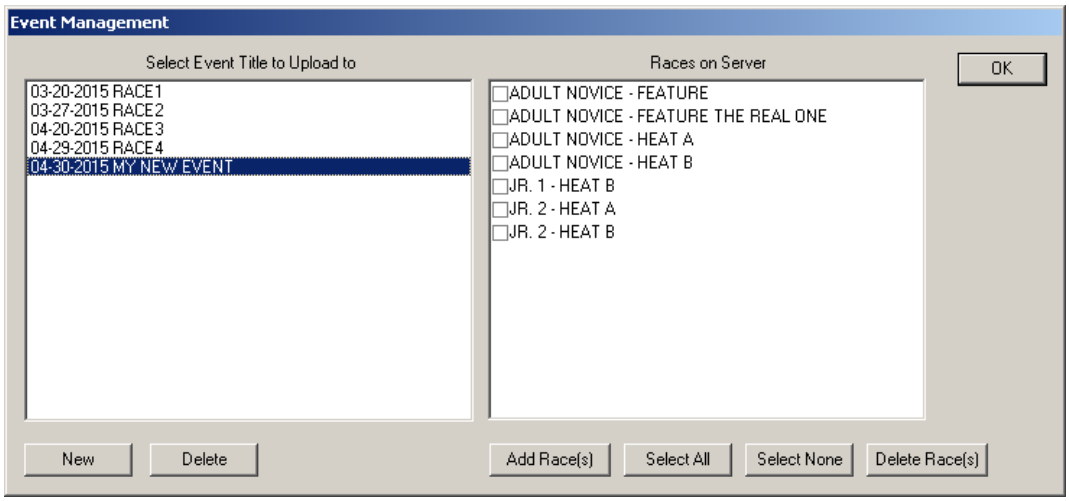

You can then select which races to upload by checking the box next to each race or use the **Select All** button to select all of the races. Click the **OK** button when finished.

If there are no races in the UploadXML directory you may generate these files by clicking the folder icon in the upper right.




A window will open as shown below. Use this to navigate to the location of your results files. Click the **OK** button and the upload files will be generated. Then you can select and upload the desired races to the server.

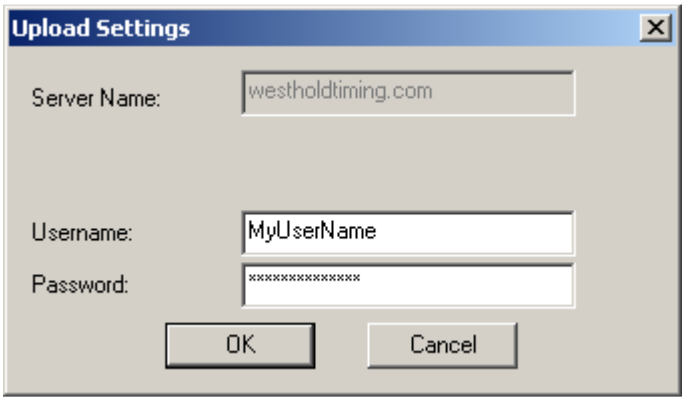



You may delete an event by selecting the event to delete and clicking the **Delete** button. To delete specific races, check the checkbox next to each race to delete and then click the **Delete Race(s)** button.

### 2.3.29.7.3 File->Upload Settings

This is used to enter the password and username for your organization. You must obtain this from Westhold. You may contact them via email (info@westhold.com) or phone (see Contact at www.westhold.com). You only have to enter this once before using the **File->Upload Results** selection. All subsequent uploads will not require you to reenter this information.



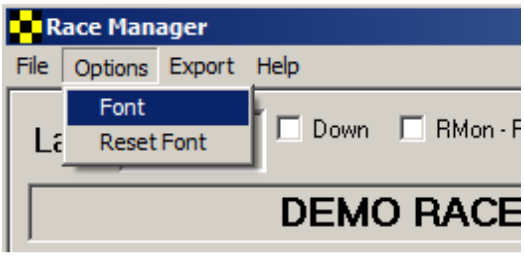

**Note:** If you experience problems connecting to the server you may need make sure the Windows firewall or your anti-virus program allows Race Manager access to the internet. You may also have to allow port 21 to be open.

### 2.3.29.8 File->Exit Menu Item

This will exit the Race Manager program. You may also click the X in the upper right to exit Race Manager.

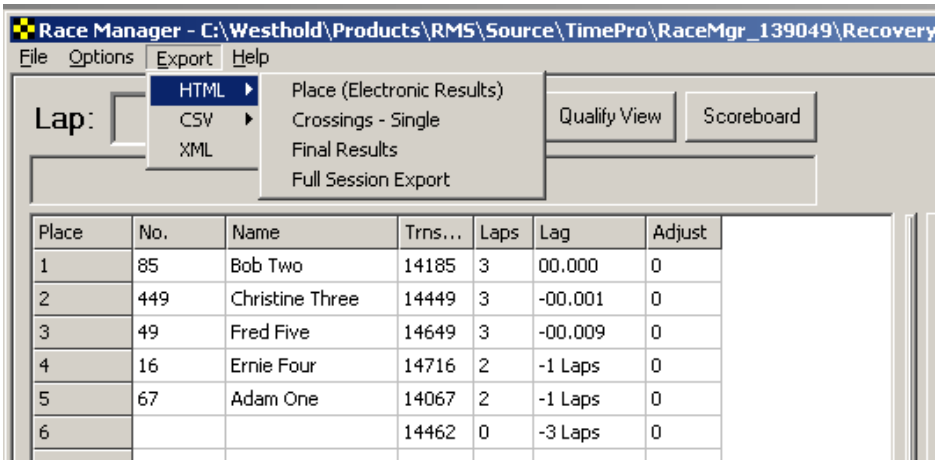

### 2.3.29.9 Options->Font Menu Item

This choice is used to change the font size in the place and crossings grids. Use the **Reset Font** option to reset the font to the original font size.



### 2.3.29.10 Export Menu Item

The export menu allows the race data to be exported to HTML files or comma separated ASCII text files for either uploading to a website or for further processing.




#### 2.3.29.10.1 Export->HTML Menu Items

**Export->HTML->Place (Electronic Results)** – Exports only the electronic place results.

**Export->HTML->Crossings – Single** – Exports only the crossings data for a single selected competitor.

**Export->HTML->Final Results** – Exports the modified results from the **Results** tab page.

**Export->HTML->Full Session Export** – Creates a final results page with links to all the single crossings report for each competitor.

#### 2.3.29.10.2 Export->CSV Menu Items

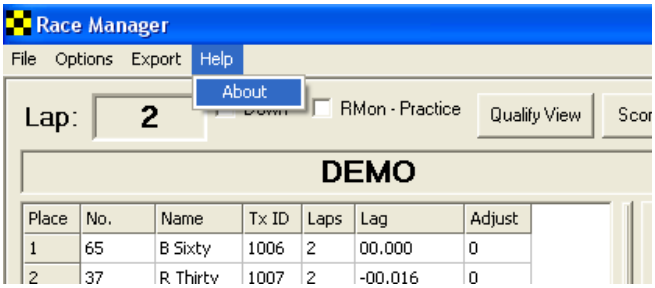
The CSV export works just like the HTML export except comma separated CSV files are generated.

#### 2.3.29.10.3 Export->XML Menu Item

The XML export works like the HTML and CSV exports except there is only a single option. This can be used to individually generate upload files for uploading to the westholdtiming.com server.

### 2.3.29.11 Help Menu Item

This option shows the version of the Race Manager software.



# 3. Tutorials

## 3.1 Split Score Guide

This section describes how split scoring works. In this tutorial we will count caution as the leader plus one or more competitors cross the start/finish before the caution is thrown.

1. Caution Handling Setup

Check the **Finish Lap on Caution** checkbox. This setting allows each driver to finish the current lap when the caution drops. This only works with the **Caution-Score** button.

Check the **Auto Delete Partial Laps for Caution** checkbox. When the non-scoring **Caution** button is pressed, partial lap crossings are set to caution and not counted.

If you want to immediately count the lap as complete when the green flag comes out and the leader crosses the start/finish line, check **Count First Crossing on Return to Green.**

If the first crossing upon returning to green flag condition is the start of the lap, then **DO NOT** check **Count First Crossing on Return to Green.**

**Attn:** If the entire field has passed the start/finish and completed a lap and the caution comes out while the racers are on the back stretch of the track, press the **Caution-Score** button to count the lap. Otherwise, pressing the **Caution** button will revert the lap to the last completed lap despite the lap having been completed.

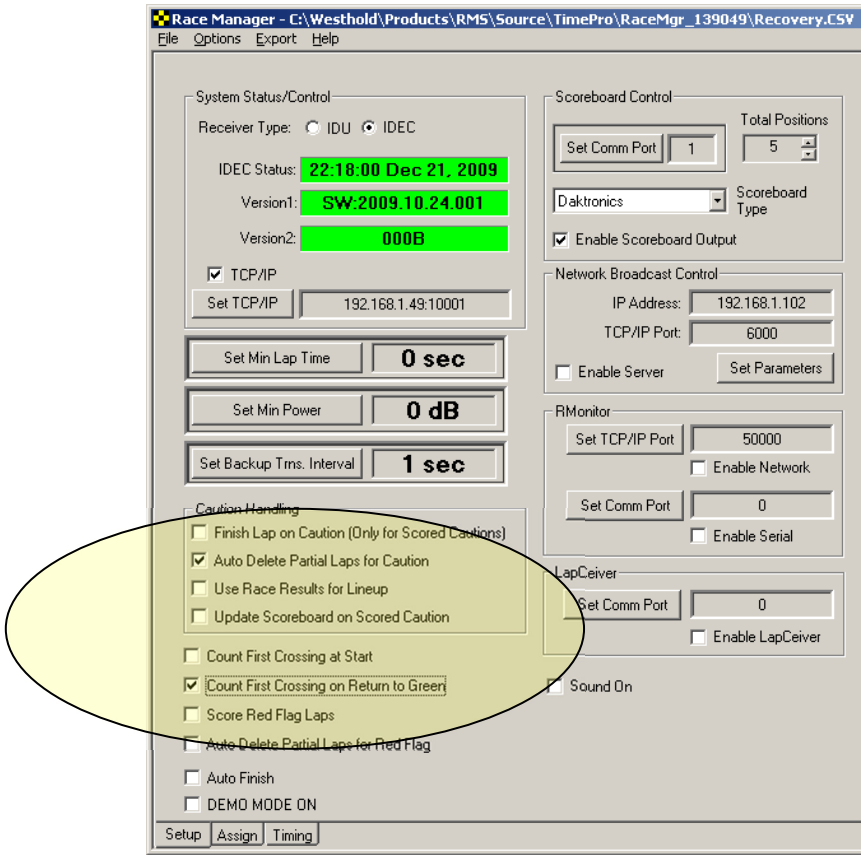



**Fig 3.1-1**

2. If the yellow flag is thrown after the leader has crossed, press the **Caution-Score** button. See fig 3.1-2.

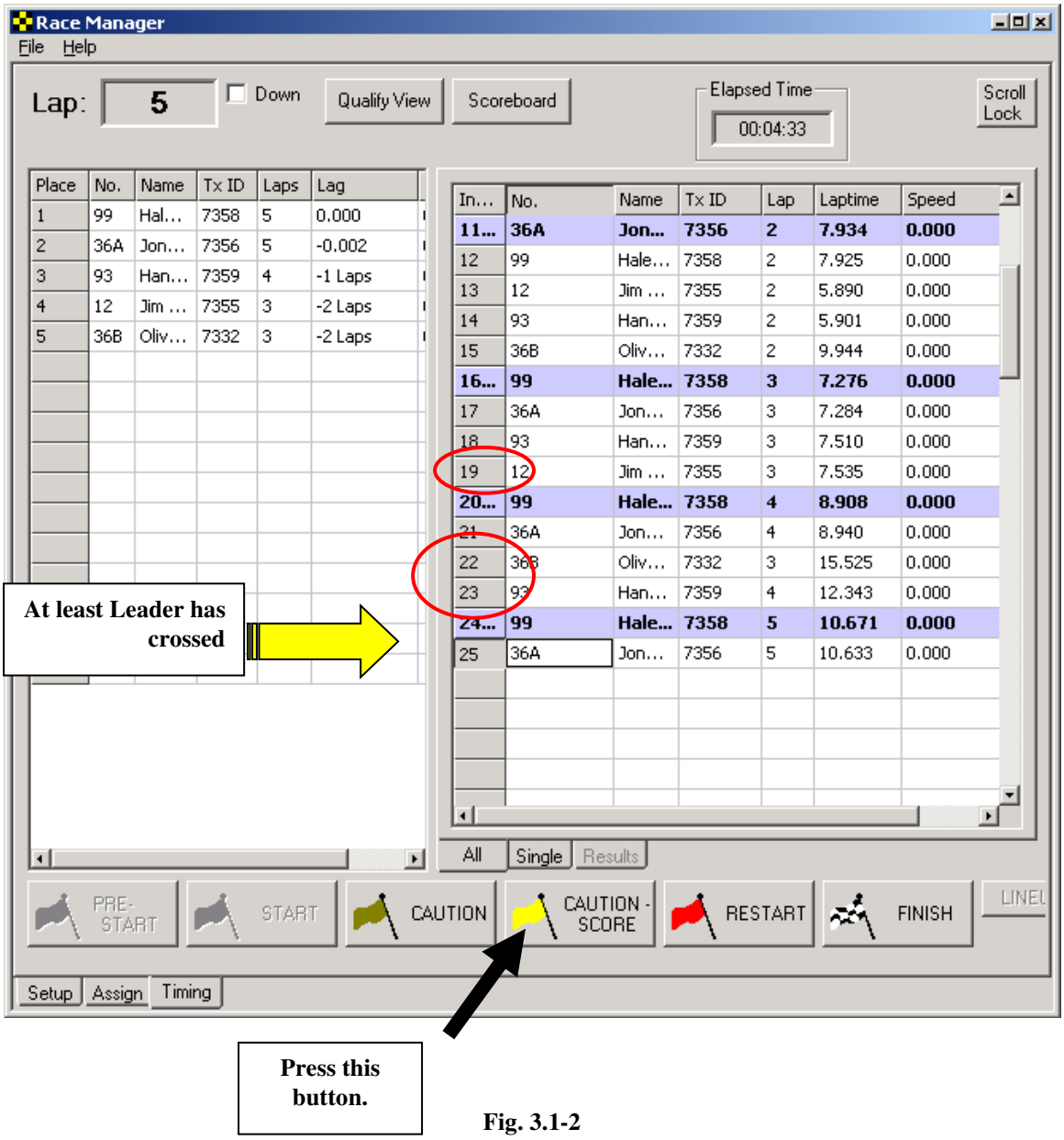



**Fig. 3.1-2**

The lineup screen will pop up showing the order. See fig 3.1-3 below. Note how racers 99 and 36A are first and second and in the order they crossed before the caution. Now racers 36B, 93 are drawn from the previous crossing. And racer 12 comes in at the end.

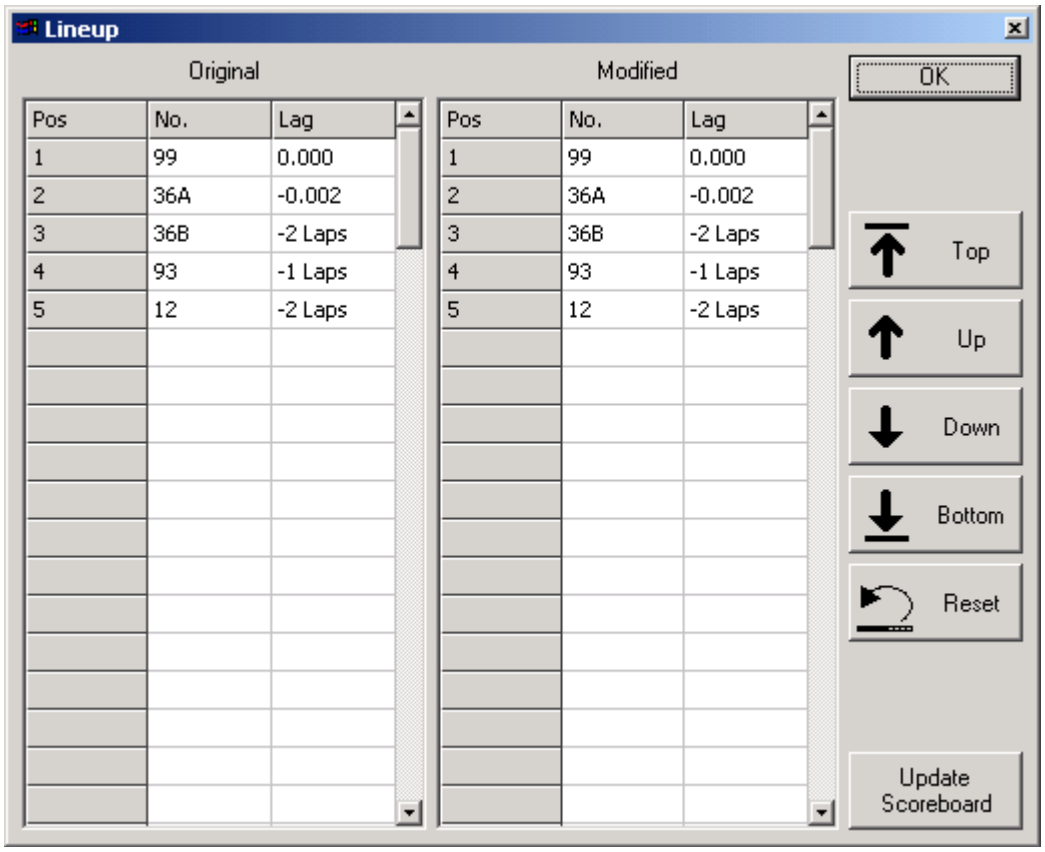



**Fig 3.1-3**

Now as the racers cross the start finish under caution…


Racers that already crossed are not counted again.

**Fig 3.1-4**

The lineup screen will still show what is in figure 3.1-3. To correct the lag values, you can hit the "Reset" button on the lineup screen. See fig 3.1-5. **This is not necessary. The lineup will still be correct. The number of laps displayed on the scoreboard should be lap 5 since that is the leader's current lap.**

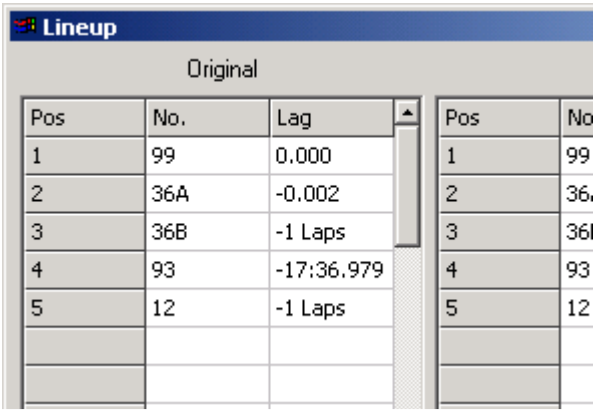



**Fig 3.1-5**

3. In the case where it is decided that the caution will not be scored and the leader has crossed before the caution is thrown, hit the non-scoring **Caution** button. Fig 3.1-6.

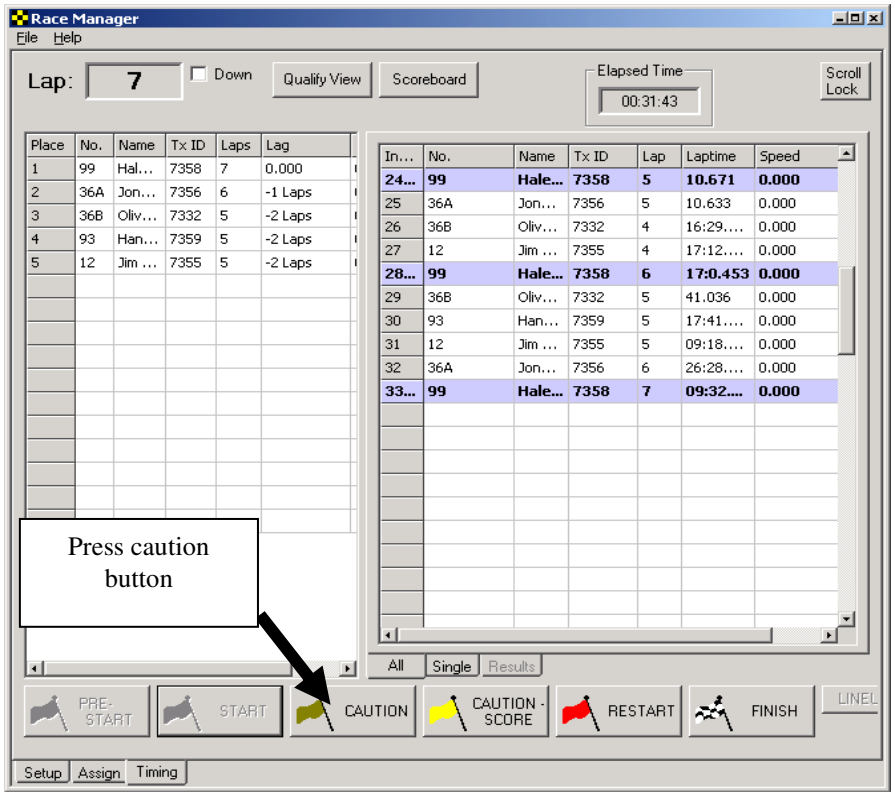



**Fig 3.1-6 – Only leader has crossed**

The partial lap will automatically be deleted. Fig 3.1-7.

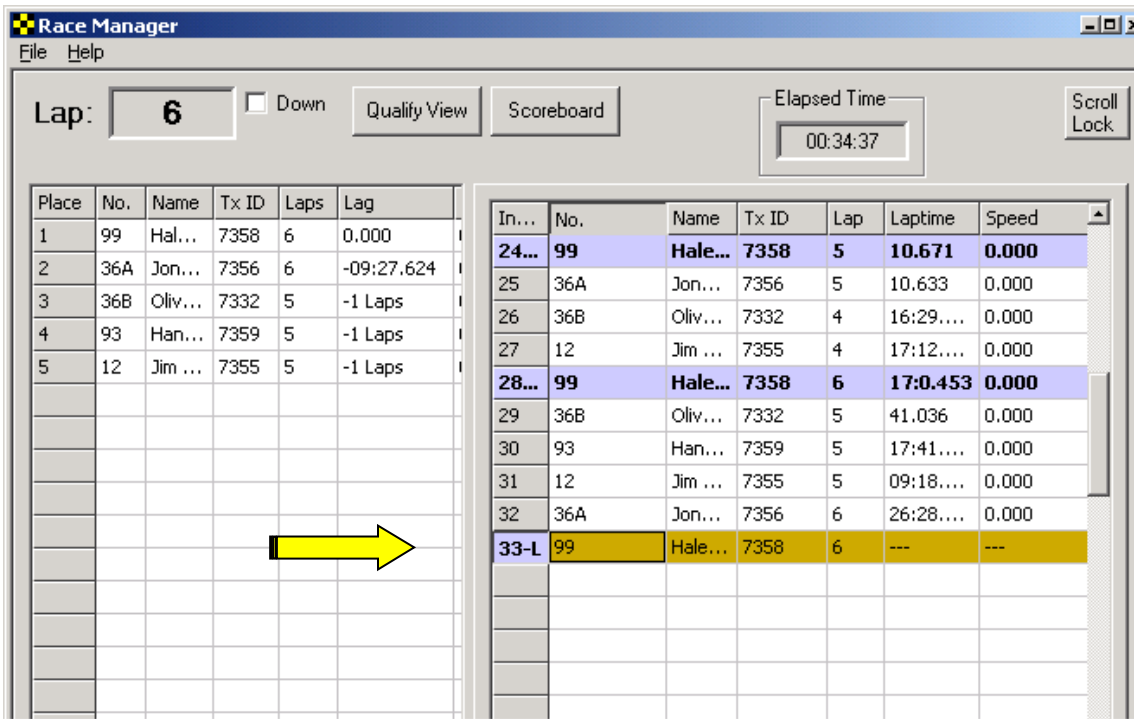



**Fig 3.1-7**

All subsequent crossings will also not be scored.

Note that if you accidentally press the "Caution" button too late and more than 1 racer has gone by that is ok. The partial lap will still automatically be deleted. Fig 3.1-8

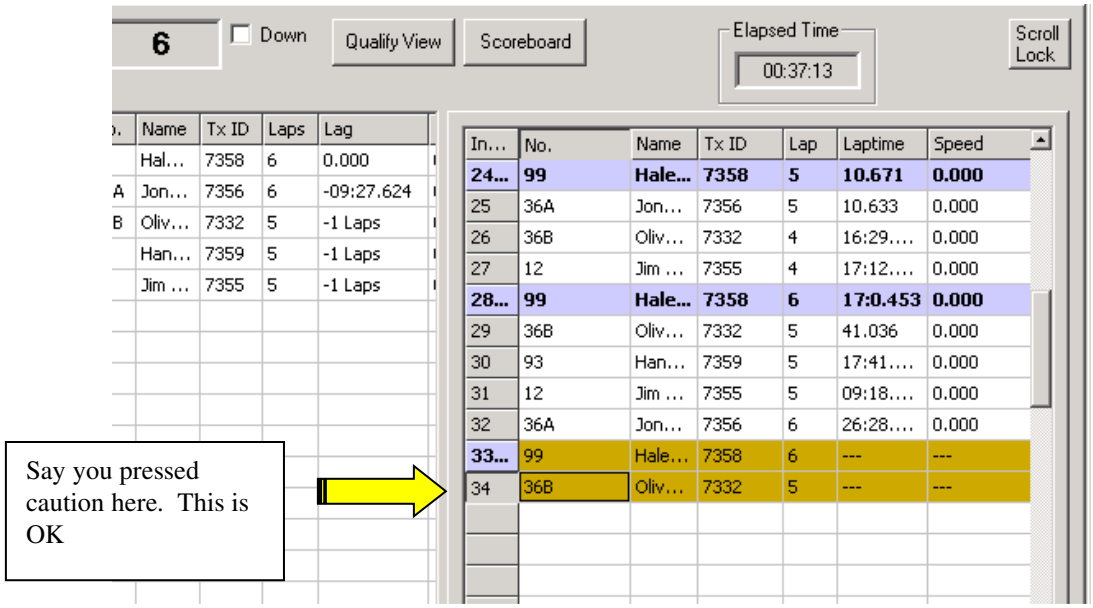



Fig 3.1-8

The lineup in this case is based on the previous lap completed (lap 6 – index 28). Fig 3.1-9 below.

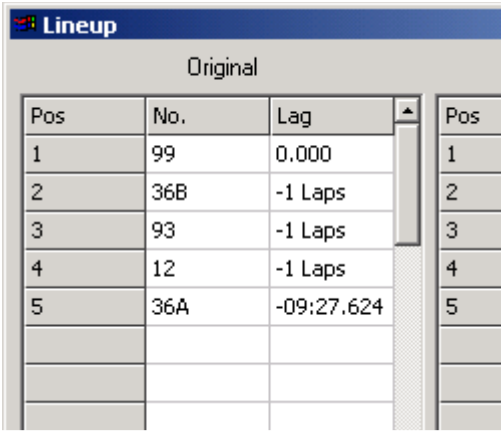



**Fig 3.1-9**

Note that anything can be changed by highlighting the crossings you want to change and right clicking the mouse button on the crossings screen. Just select how you want to change the highlighted crossings. You can correct mistakes you might have made. Fig 3.1-10.

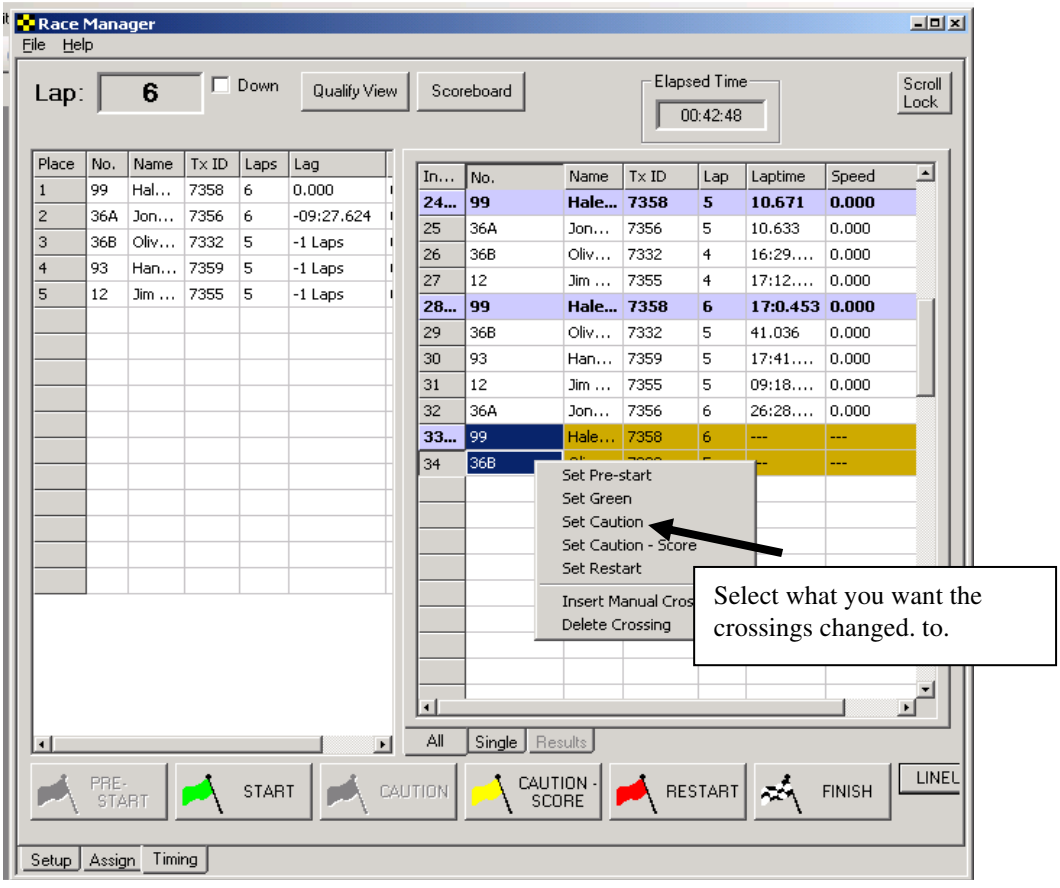



**Fig 3.1-10**