

HAL RESULTS PROCESS STEPS

Step	Action
1	<p>START RACE RESULTS</p> <ol style="list-style-type: none"> 1. SELECT <i>LRSC results 2013</i> Icon on Desktop 2. CLICK <i>Enter Results</i> Button 3. ENTER Race Officer Name & Wind Info. (optional) 4. SELECT Race date on Calendar if necessary 5. SELECT Race(s) for entering results 6. CLICK <i>Input Results</i> Button
2	<p>INPUT RESULTS</p> <ol style="list-style-type: none"> 1. ENTER Boat identity (sail number or helm name) OR SELECT boat on List 2. CLICK <i>OK</i> Button for chosen boat (see Troubleshooting) 3. ENTER elapsed time OR SELECT relevant <i>Code</i> e.g. DNF 4. CLICK <i>OK – Input Next Boat</i> Button 5. REPEAT 1 to 4 until complete 6. CLICK <i>Close input and go to review/print</i> Button when input complete
3	<p>REVIEW & PRINT RESULTS</p> <ol style="list-style-type: none"> 1. CLICK <i>Review & Print</i> selected race 2. CHECK Scored Results & Edit/Delete if necessary 3. CLICK <i>Output/Print</i> top-menu item
4	<p>UPLOAD RESULTS</p> <ol style="list-style-type: none"> 1. CLICK <i>Club Results Service</i> Button 2. CLICK <i>Update Server</i> Button 3. View Results on Server if required
5	<p>TROUBLESHOOTING</p> <ol style="list-style-type: none"> 1. NEW Boat? <ol style="list-style-type: none"> a. CLICK <i>Boat not in list? Click to add a new one</i> Button at foot of list b. ENTER boat type(class) from dropdown list c. Complete other fields on Boat Form d. CLICK <i>OK</i> Button to finish