

Using Practiscore.com website, click on “Log-in”

User Name: [ldpa.scsa@gmail.com](mailto:ldpa.scsa@gmail.com)

Password: ZeroDown

Upper right hand corner, Click the drop down and click on “South Cuyahoga Sportsmens”.

This will bring up all upcoming matches on the left side. From here you can manage the active scheduled matches, or add more matches either by cloning an existing match, or creating a new one.

(Note: for week night 1 tablet matches, select “Manage” drop down to “Practiscore Pin #, copy or write down Pin #. You can now import the match into the tablet, add stages and edit shooters if necessary.)

The screenshot shows the Practiscore website interface. The top navigation bar includes links for Scores, Matches, Clubs, Shooters, Classifieds, Answers, and Dev Blog. The main content area is divided into two sections: 'Upcoming matches' and 'Match results'.

**Upcoming matches:** Displays 2 Active Matches. The first match is 'South Cuyahoga October 6th Steel' with details: October 6, 2018 - South Cuyahoga Sportsmens Association, Chatham Grounds, 5370 Erhart Rd., Medina, Ohio 44256. 36 of 48 spots open - General. Match emails: ON (turn off). A 'Manage' dropdown menu is open, showing options: Match Dashboard, Approve/View Shooters, Import shooters, Manage Squadding, Edit Schedules/Squads, Edit Registration Form, Practiscore Pin #, Manage Pre-Registration Codes, and Clone Match.

**Match results:** A table listing matches with columns for Name, Date, and Update.

Name	Date	Update
Monday SCSA IDPA September 24	2018-09-24	2018-09-25 00:32:44
Monday SCSA IDPA September 17	2018-09-17	2018-09-18 00:20:56
Monday SCSA IDPA September 10	2018-09-10	2018-09-11 00:51:43
South Cuyahoga September 1st S...	2018-09-01	2018-09-01 19:57:14
Monday SCSA IDPA August 27	2018-08-27	2018-08-28 00:33:17
Monday SCSA IDPA August 20	2018-08-20	2018-08-21 00:38:36
South Cuyahoga August Classifi...	2018-08-16	2018-08-16 23:28:13
Monday SCSA IDPA August 13	2018-08-13	2018-08-14 00:39:22
South Cuyahoga August 2018 IDP...	2018-08-12	2018-08-12 17:31:20
Monday SCSA IDPA August 6	2018-08-06	2018-08-07 00:28:21

On the right side, there is a sidebar with a post titled 'Announcing our winners from the @jhnemecek truck race giveaway!'. It mentions winners Nicholas Jackson and Mary Becker, and encourages users to check out other social media for updates. Below the post is a photo of a truck race and a caption 'It's race day here at the'.

Clicking the bold match name “South Cuyahoga July 29 Steel” you can see the registration form.

Clicking the “pencil” icon will let you edit the match (day, time, registration open and close, etc)

Under the “Manage button” or “Match Dashboard” dropdown you can click “Edit Registration form” will let you edit Divisions, Class, etc

Click “Schedules/Squadding” “ Manage Squadding” to see current Squadding. You can print squads from this screen.

Click on “Manage Shooters” “Approve/View Shooters” will let approve staff, withdraw, edit shooters info, move shooters to different squads. (click on the shooter you want to edit). You can print a list of all shooters using the “Export” drop down, “All Data”. (this will download a csv file to your computer, you can use excel to open and print). You can also email all registered shooters from this screen (right hand side under “Actions”).

### IMPORTANT:

Practiscore Pin #: This is a unique number to each match. This is the Pin you use to get the match registration into the “Master” (RCA tablet) once the match registration is closed, and you are ready to move it into the “Master”.

Connected to the Internet: On the Master: This is done by opening the Practiscore app on the “Master” Go to the “Import/Export” tab, Select “Get Match Registration”, Enter the pin number. This will create the Match, put shooters and squads into the Master.

## MATCH DAY:

Using a network that is available (SCSA, password: scsa1234) to sync the tablets. Or plug in the IDPA network router, (network name is IDPA.SCSA, Password: ZeroDown. The “Master” should see this and connect automatically.

Build Stages on the Master, if you already haven’t. (Build Stages button, add Stage 1, 2, etc). (IDPA-strings, paper, steel—Steel stages- strings/best 4 of 5). **For now edit the stage to be 1 string/0 best of, and also change the 30 second time to 120 seconds.**

Register/Add walk in shooters that did not register on Practiscore. (Keep your squads even if possible, SO for each squad.

When you are ready, (Shooters are entered and squadded, Stages are in). Power up the Scoring Tablets you will be using for scoring.

ON THE SCORING TABLETS: Open Practiscore on each Tablet, Select “Sync Devices” you should see the “Master” on the network. (you may need to “refresh” once or twice to see the master. Check that the Master is on the current match (ex: South Cuyahoga July 29 Steel, and sync code in lower left corners should match). Check the box next to the Master Device, select the “Pull from Selected” button.

ALWAYS PULL THE MATCH FROM THE MASTER TO THE TABLETS. This should give a message “## New Shooters, # New Stages, Apply Changes. On the Tablet, select “Edit Shooters/Squads” Select “Squads” in upper right hand corner, select squad to lock for that Tablet. (1, 2, 3, etc, from the list of squads.

(sync one extra TABLET for back up, in case one has a problem)

Do this on each TABLET. Give to SO's

### **AFTER THE LAST SHOT: PULL SCORES FROM THE SCORING TABLETS TO THE MASTER**

We will now pull the scores from the SCORING TABLETS. Again, on the network, the "Master" should see all of the scoring TABLETS that were used. (tablet 1, 2 etc).

On the "Master" select "Sync Devices" You should see the Tablets on the network, if not, hit "Refresh" (top right corner). Once the Tablets show under "Found Devices" check the box next to each Tablet, or you can do one at a time, and select "Pull from Selected" You will get a message from each Tablet, ## of New Scores and Shooters if any were added after the Tablet were out for Scoring. Apply Changes from each Tablet. (you can see if the scores were added by going back and selecting "View Results" "Match Scores" "Combined" this should show you all shooters, all stages, and all scores. If you are missing any scores (you would be missing a whole Squad) PULL scores from that Tablet again.

Once satisfied that all scores are in, if you have Internet access, from the "View Results" under "Share Results" select "Post to Practiscore.com" under password enter ZeroDown, press "continue", this should upload the scores to Practiscore.com, you will get a message saying "Match results submitted" if you get an error message, it didn't post, try again with a good internet connection.

**NOTE:** Our Gmail account is: [idpa.scsa@gmail.com](mailto:idpa.scsa@gmail.com) Password: ZeroDown

**You can use this to let the shooters know that the scores are posted to Practiscore.**