



# Dalgety Bay Sailing Club



## Using the Sailwave Results Programme – April 2016

### Background

In 2016 the club decide to move their results service to a programme called Sailwave. This is a very simple little piece of free software (you can download it at [www.sailwave.com](http://www.sailwave.com)) which has become the world standard for sailing results. It looks a little bit like Microsoft Excel so if you are familiar with this you will have no problems mastering it. This guide will explain how to use it to record, print out and upload Dalgety Bay race results to the web.

### Getting Started

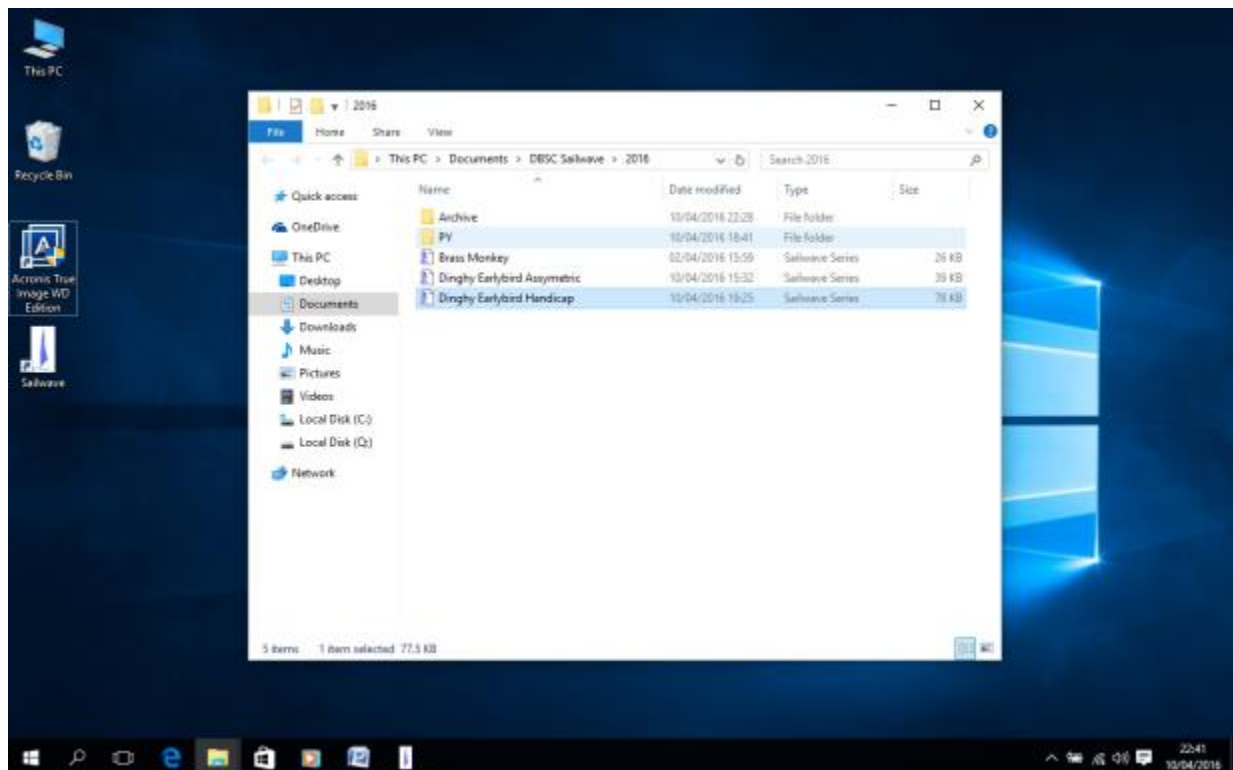
The most important thing to remember is that we still use exactly the same race sheet and process for recording lap times – **nothing with this part of the Race Officer Job has changed**. As a short recap you still need to :-

- Use the “DBSC Race Time Sheet” to get all competitors to register for the race
- Use the race computer to run the lights and sound signals
- Manually record all the lap times in the appropriate boxes as we always have done

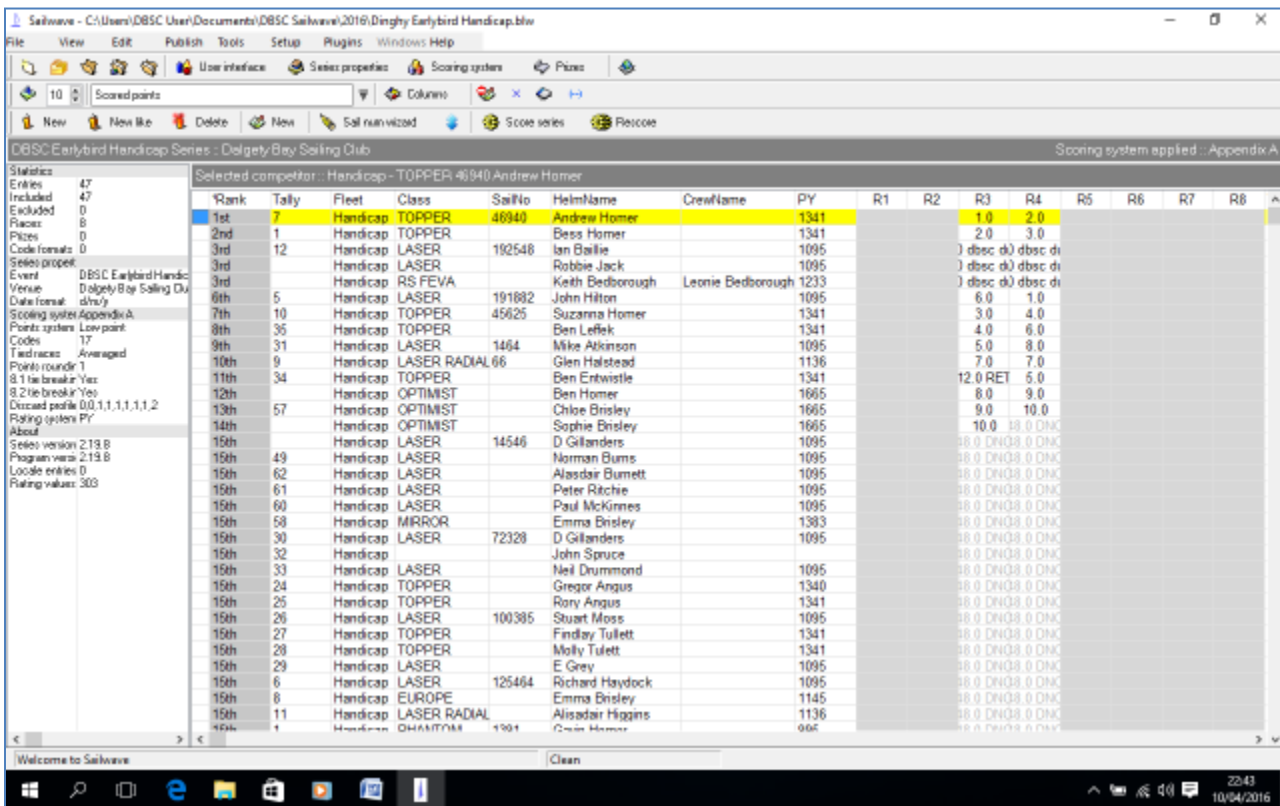
What has changed is that **once the race has finished** you will enter the Total Elapsed Time and number of laps into Sailwave. The software will then do all the calculations to correct the times based on handicap, and will print out the results on the laser printer attached to the Race Box laptop.

### Starting the Laptop and Opening Sailwave

1. Plug in the lap top, Printer and connect the Printer to the computer via the USB lead.
2. Turn the computer on ( button in top left corner once screen is open !!) Be aware that the mouse pad is a little sensitive. The computer will automatically log you in there is no need to enter a password.
3. Double Click on the “Sailwave 2016” Icon in the middle of the desktop
4. Double Click on the file for appropriate series e.g for Earlybird click on “Dinghy Earlybird Handicap”



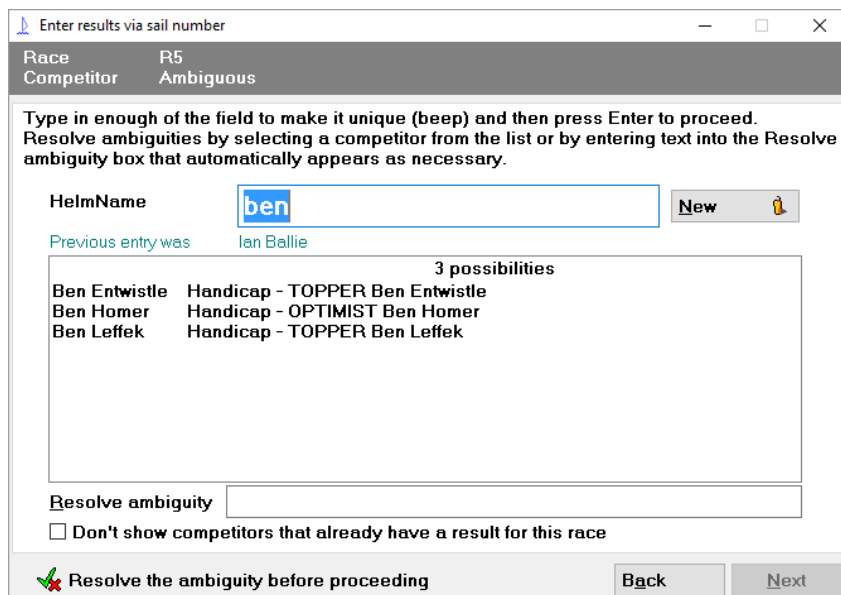
The Sailwave program will now open with all previous race results for the series and will look something like the following :-



### Entering the Race Results into Sailwave

The most common task will be to input the race results from the "DBSC Race Time Sheet" which we do as follows :-

1. Click on the **Sail Number Wizard**. A new window will provides a tool you use to search for competitors in the sailwave database. As most competitors will already be in the database this makes it very simple – but we'll also deal with new competitors as well.
2. Change the Race number to the correct one by using the up and down arrows and then click **Next** (button at the bottom Right of the new window).
3. In the "HelmName" box start to type in the **first name** of the first person on the Race Timesheet. Sailwave will beep when it finds a competitor – and it may return several names.



- Assuming the competitor is in the database select the correct name and press **Next**.
- The click the box that says “**Elapsed Time or Retirement Code**” as we want to enter the total elapsed time for this competitor.
- Enter the total time (ie Elapsed time at end of last last when they finished) and the Number of laps the competitor sailed – the press “**Finish**”. Use colons to separate hours : minutes : seconds.
- If a competitor has Retired or Did not Finish you you can select RET or DNF from the Drop down box in this field.

Enter results via sail number

Race R5  
Competitor Ben Entwistle

Type in the result and then press Enter to record it in the series.  
You can edit the result later by doubling-clicking on the result cell etc.

Record result as

Place or retirement code  
 Elapsed time or retirement code  
 Start time and finish time or retirement code

Elapsed time or 1:02:35 Laps 4

Elapsed time

Please note: Start times and finish positions are auto-populated based on the starts you have created for each race.

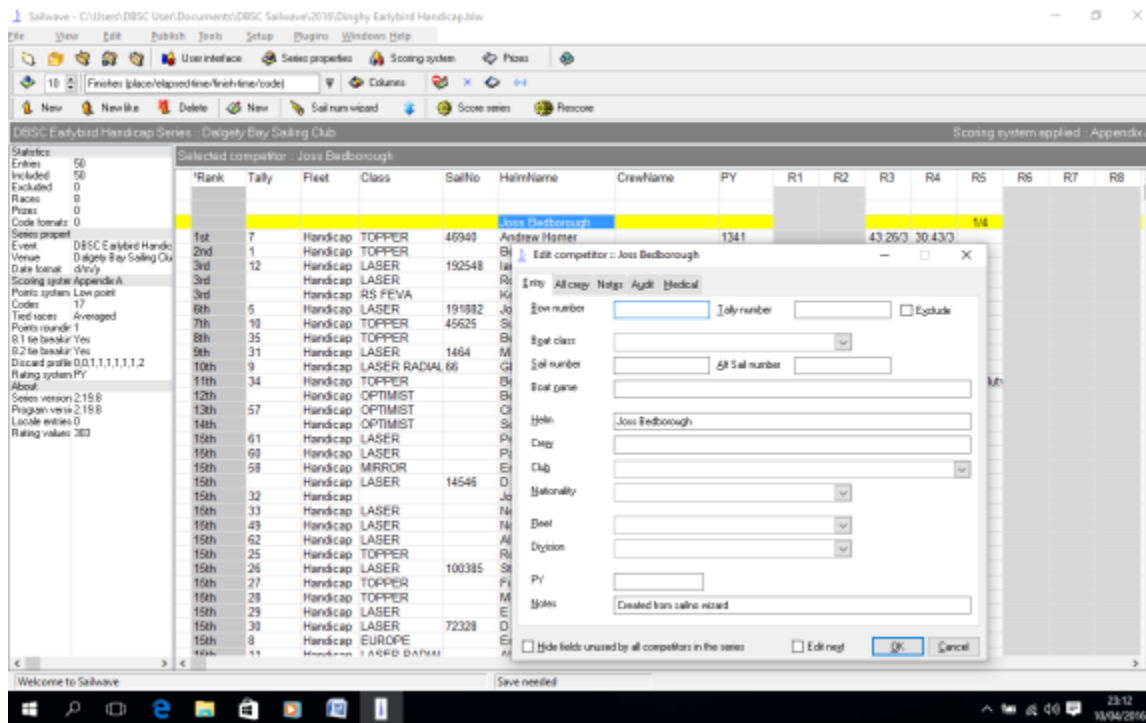
Press Enter or click Finish to save this result

Back Finish

- Sailwave will then update the Home Screen with this sailors time – and return you to the “Sail Num Wizard” to repeat the process and enter in the next result.

### What do I do if a Competitor isn't in the Database ?

If a competitor is not in the database they will have to be added. Type in their full name in the “HelmName” field, click **New** and then click **Next**. Add this competitor's Elapsed time / number of laps as per above and press **Finish**. The new competitor will then be added into the results screen. However Sailwave doesn't know what boat the new Helm is sailing. To do this select the competitor in the results screen by right clicking on the appropriate row and selecting “**Edit Competitor**”



The “**Edit Competitor**” box is quite self explanatory – the fields that you need to enter for Dalgety Bay are

- Tally – which is their Membership number should be shown on Race Timesheet
- Boat Class – select from the Drop Down List
- Sail Number
- Crew name – if double handed boat
- Fleet – this will be Handicap PY number which indicates the boats handicap rating
- Click “OK” and the fields will be updated in the Results Screen.

### How do I Score the Race Officer and Rescue Boat Assistants ?

1. Search for the HelmName as per the above.
2. At the “Enter Results” stage - use the drop down box which we use for RET or DSQ .At the bottom of this list there is a code for “Dbsc Duty” – select this for Race Officer / Assistant and Rescue Driver / Assistants.
3. This will then automatically award them 3 points as per the current sailing instructions.

### Scoring The Series and Double Check the Results

Once all the results have been entered and all New Competitors have been added you need to Rescore the series. You must do this when ever any changes have been made for them to take effect. To do this Click the **Rescore** button - this tells the program to calculate the corrected times and finishing positions. Click the mouse on the “**Rank**” cell and this will list the competitors in order of finishing place. You can also click on your particular race to order by place in that race.

Check that the results are correct. If you spot an error double click on the position of that competitor in that race. This will bring up a new Window that will enable you to edit the result – check the elapsed time matches the number on the DBSC Race Timesheet. Once this is done, close the window and click the Rescore button again.

### Reviewing the Results and Printing

To View the Results, click **Publish** and **Results** at the top of the page and a new window will open :-

**Publish web page :: results options**

Dalgety Bay Sailing Club  
DBSC Earlybird Handicap Series  
Viewing Scored points

Title: Results are provisional as of @ on #

Final Provisional

What to publish Options Notes

Publish a series summary table  
 All races  
 All sailed races  
 Just these races

Publish individual race tables  
 All races  
 All sailed races  
 Just these races  
3,4

Publish a prize winners table  
 Publish notes  
 Add a page breaks  
First N only  
 Publish a contents list  
 Publish codes used

Include these scored groups

None All

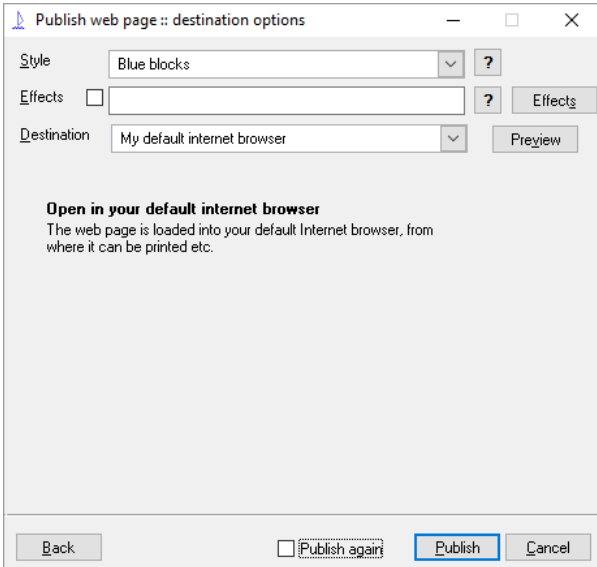
Next Cancel

We have some options here which are pretty self explanatory. The most common task you will want to do is print out the results for the Race(s) you have just run, and then print up the update Series Summary Table to reflect the overall series positions. The example above does exactly this – assuming that I have just run Races 3&4.

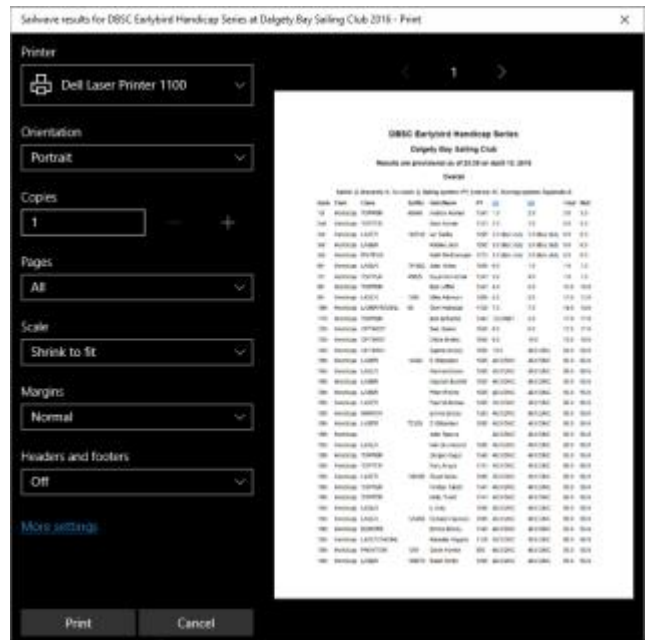
Once you have decided what you want to View / Print, Click the **Next** and then the Publish button . I'll explain how to print the results first – and then how to Upload them to the Sailwave.com Website.

**Printing the Results Out**

The “Destination” drop down box controls where the results go. To print them we send them to a Web Browser and print them for there as follows. Press **Publish**.



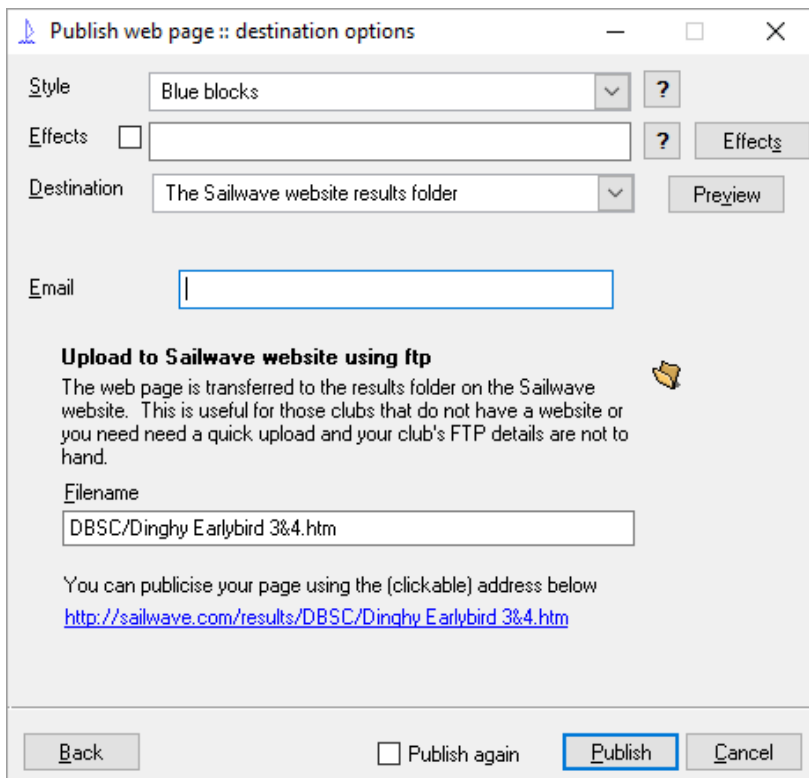
This will then bring up an Internet Explorer window with the results in standard HTML. You can print them by right clicking anywhere on the screen – select **Print** and print to the “**Dell Laser Printer 1100**” which is attached to the laptop.



*The results should be pinned up on the “Race Results” noticeboard in the bar as soon as possible after the race has ended. This encourages competitors to stay around for a little bit after the race and swap stories of the adventures on the high seas etc etc ...*

**Uploading the Results to sailwave.com**

We also want the results loaded onto Sailwave.com so that they are visible from the clubs wordpress website. Proceed as per above but this time we want to select destination “The Sailwave Website Results Folder”



Publish web page :: destination options

Style: Blue blocks

Effects:  Effects

Destination: The Sailwave website results folder

Preview

Email:

**Upload to Sailwave website using ftp**

The web page is transferred to the results folder on the Sailwave website. This is useful for those clubs that do not have a website or you need need a quick upload and your club's FTP details are not to hand.

Filename: DBSC/Dinghy Earlybird 3&4.htm

You can publicise your page using the (clickable) address below  
<http://sailwave.com/results/DBSC/Dinghy Earlybird 3&4.htm>

Back  Publish again **Publish** Cancel

It is important that the Filename starts with “DBSC” in Capital letters – this will put the results in the DBSC Folder on the sailwave website. Click **Publish**. You will get a couple of information boxes as it uploads the file – simply click OK on these. You can check that your results have been uploaded successfully by visiting the following URL [www.sailwave.com/results/DBSC](http://www.sailwave.com/results/DBSC) and you should see a link to your results page there. And that’s it !!

Hopefully these instructions were simple to follow. If you have any problems at all please email the Comms team at [communications@dalgetybaysc.org.uk](mailto:communications@dalgetybaysc.org.uk). Once you have the results uploaded and printed out – shut the race box down as normal (remember to update the RIB log sheet) and get yourself into the bar for a well deserved pint !

## **Appendix**

ADMIN - “s4mmys341”

### How to manually change the handicap of a Competitor

As is the case with some of the Laser sailors some weeks they will sail Radial and some weeks full rig, To change this here are the steps :-

- 1.
- 2.
- 3.