

RACE OFFICERS'
HBSC RESULTS SERVICE USING HALSAIL
GUIDANCE NOTES

1. Switch on computer and connect to Chrome browser
2. Type in "halsail.com" ENTER
3. Click on LOGIN BUTTON
4. In email account address type:
5. Password:
6. Click on LOGIN
7. Click on "Results"
8. Select "Enter or edit new results" from drop-down menu
9. Select on left hand side tick-box for the race involved
10. Click on Blue Button "ENTER RESULTS"
11. Using the SEARCH box (top right) and find each boat by typing in last 3 numbers of sail number
12. Select boat sailed in race being careful to distinguish between Laser Radial or Standard where there are more than one boat registered under same number.
13. Enter Elapsed time in Hours/Minutes/seconds
14. Enter Number of laps
15. Enter status i.e. OK for boat with finishing time; or DNF, DSQ, RET as appropriate from drop down menu.
16. Click on Blue "SAVE" button
17. To add next boat - repeat from line 11. above.

Pursuit Races

- Enter boats in finishing order (programme automatically adds position consecutively) - in other words if 3 boats have already finished in that race, the finish place box will default to 4.
- When all boats are entered Click on "Print or Review Results"
- Double check data entry and review results on screen.
- If you need to edit any results - go to 6. Above and you will be given the opportunity of editing previously entered results, then go to 17 above.

Printing

Check printer is switched on and GO green button is pressed and USB cable is connected.

Print 3 copies- one for noticeboard, one for passing around the clubhouse and file one on the RESULTS lever arch file in the Race Hut.

Log off

Click on the box [with username](#) and select Log off from drop-down menu.

NOTE

If a boat's data is not on the database ask Ben Skull, Richard De Lisle or James Woodward to sort it out. If they are not available make a note on the results sheets and post them as normal. Email Ben Skull with details asap and if you can photograph the handwritten results data to accompany it it will speed things up.

FINALLY! - Please file the Declaration sheets and handwritten data sheets on the Lever Arch "RESULTS" file in chronological order.

Sailing Committee
14/04/17