

MPYC Regatta Network Race Results Instructions

-----Scoring Set-Up-----

1. Using the Race Committee laptop, or the MPYC office PC, open an internet browser and navigate to www.regattanetwork.com
2. Log in credentials are posted in the MPYC office.
3. On the left column under **Event Management**, select **View Events** (Note: this page may already be open).
4. Select event you are scoring by clicking on **Manage This Event** (i.e. Sunset Series)
5. Under the **Event Scoring** box, select **Score This Event Online**.
6. In the **Select Race to Score** section, click the boxes of the ALL the fleets you are planning to score and select **Score All Fleets on One Finish Line**, or select the **fleet you wish to score separately**.

-----Inputting the Scores-----

7. On the **Enter/Edit Race Results for Race** page, select **Race # & Date** from choices in the drop down options ***IT IS CRITICAL THAT THE RACE# AND DATE ARE CORRECT BEFORE MAKING ENTRIES***
8. On mid right screen fill in **Start:** time with hrs:mins:secs i.e. (18:00:00) and **Dist:** i.e. (5.2) NM for all events (Even though we won't score based on distance in One design or TOT PHRF, you still need to enter a distance.)
9. For PHRF Fleets, fill in **Box A** with 650 and **B** with 550 - this is **VERY** important!
10. On lower left in **Race Comments/Notes** Enter who Race Committee was and Course number for each fleet.
11. **For PHRF fleets**, select a boat in the **Participants Not Yet Scored** by checking the box next to the boat name to give it a score. Write the time in the **Finish Time** box on the lower left then click [**Move Selected**] to complete the score. If you make a mistake you can check that boat and select [**Un-Score**] to move back. The order of inputting finished boats is not important as long as the times are correct.
12. **For One Design fleets**, select the boats in their finishing order, while also writing the time in the **Finish Time** box on the lower left, then click [**Move Selected**] to complete the score.
13. After scoring boats all that finished, score remaining boats by clicking Check All and selecting the appropriate score from the Add **Penalty/Comment dropdown**: If a boat did not finish select **DNF+1**, was disqualified select **DSQ+1**, or if it did not compete select **DNC+1**. MAKE SURE YOU SELECT THE CORRECT PENALTY SCORES!
14. For multiple race days, after ALL boats have been moved to the **Scored participants** box, select the **Save and Advance** button from upper right panel to enter the scoring times for the next race. Confirm that scores, race number and date are all correct.
15. For single race days (e.g. Sunset Series), after ALL boats have been moved to the **Scored Participants** box, select the **Save** button.
16. Now select **Back to race menu**.

-----**Finalizing the Scores**-----

17. In the lower portion of the top box labeled **Race Results**, select **Preview Current Results**.
18. All Fleet results will be displayed with all races in that series. Particular to the PHRF, to see the expanded corrections (Handicap) that created the results, click on the race number at the top.
19. Once you selected **Save Scores** or **Save And Advance**, the results are posted to the club website for viewing under **Activities, Racing, Race Results**.
20. Results should be **PRINTED** to be displayed on the Race Committee glass cabinet inside the BAR. Right click to display **PRINT**, and then **PRINT LAYOUT**. Select **Landscape** and **Background Print**.