



USA Jump Rope
Tournament Software
User Guide
2014 Edition

www.usajumprope.org

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System Requirements

The USA Jump Rope Tournament Software system is a Microsoft Access database that requires Microsoft Access 2003 and newer versions to run. Microsoft Access is only available on Microsoft Windows computers able to run this version and newer of Microsoft Access.

The Team Registration file is a Microsoft Excel workbook that requires Microsoft Excel 2000 and newer versions to run.

NOTICE: The Access database and Excel workbook both contain software code. Do not attempt to modify this code in anyway as it may break the application and you will be unable to use the application for your tournament. Additionally, the Excel workbook is highly structured and the addition or deletion of columns/rows in spreadsheets may cause failures with the import process.





A large display screen (17" or larger) is recommended for use during a tournament. However, a 13" display screen with at least 1024 x 764 resolution will be acceptable.

A tournament will require printing hundreds (or thousands) of pages. A laser printer capable of handling this much printing is recommended.

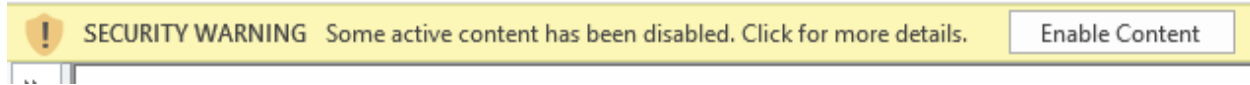
The USA Jump Rope Tournament Software database should be backed up on a regular basis, especially during a tournament. The backup should be performed onto a different physical media than the physical media used during the tournament (partitioned drives are not appropriate as they are the same physical media). Recommendations include a USB flash drive, an external hard drives, or a second hard drive installed in a PC. Ensure the backup media has sufficient memory to record multiple copies of the database. CLOSE THE DATABASE BEFORE ATTEMPTING TO CREATE A BACKUP.

NOTICE: The tournament software is a Microsoft Access .mdb file type. More recent versions of Microsoft Access use .accdb file type. DO NOT UPGRADE THIS DATABASE TO THE .accdb FILE TYPE.

System Conventions

- The application uses a switchboard window to navigate to all functions. Simply click on the button beside the function description to either open that function or to navigate to other sub-menu windows.
- Select the “Return to Main Menu” option to return to the previous menu window.
- Click the  icon to close Windows without a “Return to Main Menu” option.
- Click the  icon to maximize the window.
- Click the  icon to restore the window to its original size.
- Click the  icon to minimize the window.
- Any fields with a yellow or white background are editable.
- Any fields with a blue background are used to either search for or filter data.
- Any fields with a grey background cannot be edited by the user and are for display purposes only.
- To open the application, either double-click on the file or start Microsoft Access and then open from the appropriate location.

Depending on the version of Microsoft Access you are using, you may receive the following Security Warning when initially opening the database:



You must click the Enable Content button to use the database.

Phase 1 - Tournament Pre-registration Preparation

Prior to starting the registration process, you should follow these steps.

Name Your Tournament

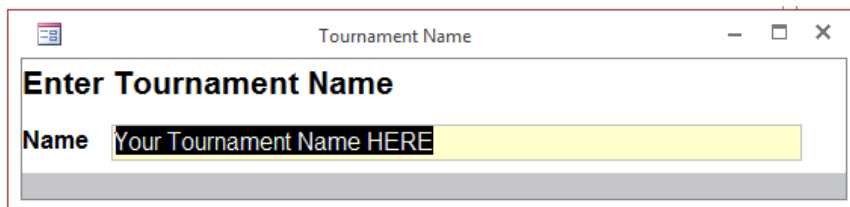
1. Select **Tournament Setup** from the Main Switchboard



2. Select the **Tournament Name** option.



3. Enter your tournament name in the field indicated. A typical description would be "2013 USAJR Region 6 Tournament".



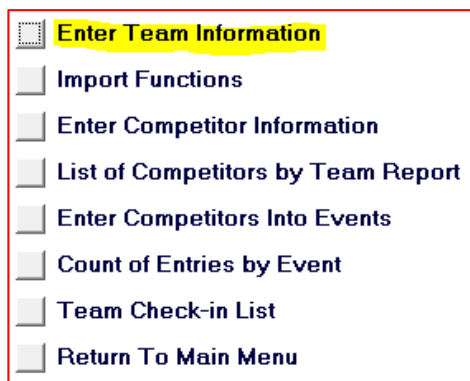
4. Close this window and return to the main menu.

Define Teams

1. Select the **Team and Competitor Registration** option.



2. Select the **Enter Team Information** option.



3. Enter the Team Names participating in your tournament. The system will automatically assign an ID as each team is entered. This ID is critical to using the automated import features when using the accompanying Regional Registration workbook.

The screenshot shows a window titled "Team Registration List" with a subtitle "Your Tournament Name HERE Team Registration List". It contains a table with the following data:

ID	Team Name	City	State	Country	Coach	Region	Open Division	Complete	Checked In
4	Albuquerque Air Jump				Doug Andrews	6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Claim Jumpers				Jessah	6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1	Jumping Eagles				E.J. Boillet	6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Lee's Skippers				James Brown	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Mad Hops				Molly Metz	6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Mighty Ike Skippers				Megan Leahy	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	New Mexico Synergy				Todd Aldrich	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	One Jump Ahead				Alycia Kiggy	6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Skip It				Rich Cendali	6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	Team Lee				Lee Purser	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*						0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

At the bottom of the window, there is a status bar that reads: "Record: 1 of 10" and "No Filter Search".

4. Close this window.
5. Select the **Team Check-in List** option. This will produce a print-preview report of all teams defined in the application.

- Enter Team Information
- Import Functions
- Enter Competitor Information
- List of Competitors by Team Report
- Enter Competitors Into Events
- Count of Entries by Event
- Team Check-in List**
- Return To Main Menu

6. Print this report (or use the print-preview) to obtain the ID for each team when completing the Regional Registration workbook for each team.

Your Tournament Name HERE

Team Check In Sheet

ID	Team Name	Coach	Region	Complete	Check In
4	Albuquerque Air Jump	Doug Andrews	6	<input type="checkbox"/>	<input type="checkbox"/>
6	Claim Jumpers	Jessah	6	<input type="checkbox"/>	<input type="checkbox"/>
1	Jumping Eagles	E.J. Boillet	6	<input type="checkbox"/>	<input type="checkbox"/>
9	Lee's Skippers	James Brown	0	<input type="checkbox"/>	<input type="checkbox"/>
3	Mad Hops	Molly Metz	6	<input type="checkbox"/>	<input type="checkbox"/>
7	Mighty Ike Skippers	Megan Leahy	0	<input type="checkbox"/>	<input type="checkbox"/>
8	New Mexico Synergy	Todd Aldrich	0	<input type="checkbox"/>	<input type="checkbox"/>
2	One Jump Ahead	Alycia Kiggy	6	<input type="checkbox"/>	<input type="checkbox"/>
5	Skip It	Rich Cendali	6	<input type="checkbox"/>	<input type="checkbox"/>
10	Team Lee	Lee Purser	0	<input type="checkbox"/>	<input type="checkbox"/>

7. Close this print-preview window.

Phase 2 - Tournament Registration

Once you have completed all of the activities defined in Phase 1 - Tournament Pre-registration Preparation, you are now prepared to start the team registration process.

Create Registration Workbooks

Using the companion “USA Jump Rope Regional Tournament Registration Spreadsheet User Guide” document, you should prepare a separate workbook for each team participating in your tournament. **You must include the Team ID in the workbook as indicated in the User Guide.** Provide this electronic workbook to each team (email is recommended). Each team needs to return this completed workbook to you in order to begin the process of assigning competitors to events and setting up the rest of your tournament.

TIP: The import process to register athletes makes this the easiest way to handle athlete changes. It is recommended the Team Coach submit any athlete changes via the Excel workbook and then re-import this team.

Check Registration Workbooks

Prior to importing a team’s Excel workbook, use the following checklist to confirm it is acceptable for importing.

- Confirm the Team ID as originally assigned (see Define Teams in this document). Correct as necessary.
- Ensure all athletes have a Gender and Birth Date defined.
- Confirm the Judges spreadsheet is completed. {NOTE: Judges are not imported into the database with the import function}
- Ensure all sheets in the workbook are present. The workbook uses protected worksheets which cannot be deleted unless someone unlocks the sheet. Use the table below to confirm the worksheets are present.
- Review all sheets in the workbook to ensure no red highlighting appears. This indicates an athlete’s age or gender is not appropriate for the event. The Team Coach should address any issues and a new Excel workbook is submitted.

Table 1 - Registration Workbook worksheets

Worksheet Name	USAJR template	AAU template
Team Info	Yes	Yes
Judges	Yes	Yes
Wildcards	Yes	n/a
Competitor	Yes	Yes
Group Team Show	Yes	Yes
Male SR 30 Second Speed	Yes	n/a
Male SR Individual Speed	Yes	n/a
Male 3-second Double Under	Yes	n/a
Male SR Endurance Speed	Yes	n/a

Worksheet Name	USAJR template	AAU template
Male SR Individual Freestyle	Yes	n/a
Female SR 30 Second Speed	Yes	n/a
Female SR Individual Speed	Yes	n/a
Female 3-second Double Under	Yes	n/a
Female SR Endurance Speed	Yes	n/a
Female SR Individual Freestyle	Yes	n/a
Triple Unders	Yes	n/a
Single Rope Pairs Freestyle	Yes	n/a
DD Speed Relay	Yes	n/a
Double Dutch Single Freestyle	Yes	n/a
SR Speed Relay	Yes	n/a
SR Speed Medley	Yes	n/a
DD Pairs Speed	Yes	n/a
Double Dutch Pairs Freestyle	Yes	n/a
Male Individual Rope Singles	n/a	Yes
Female Individual Rope Singles	n/a	Yes
Individual Rope Pairs	n/a	Yes
Double Dutch Pentathlon	n/a	Yes

Import Team Registration Workbook

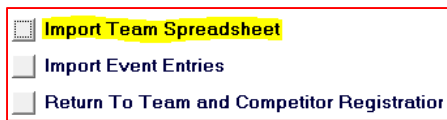
1. Select the **Team and Competitor Registration** option.

<input type="checkbox"/> Tournament Setup
<input type="checkbox"/> Team and Competitor Registration
<input type="checkbox"/> Judges
<input type="checkbox"/> Heat Sheets
<input type="checkbox"/> Score Sheets
<input type="checkbox"/> Scores
<input type="checkbox"/> Results
<input type="checkbox"/> Exit Application

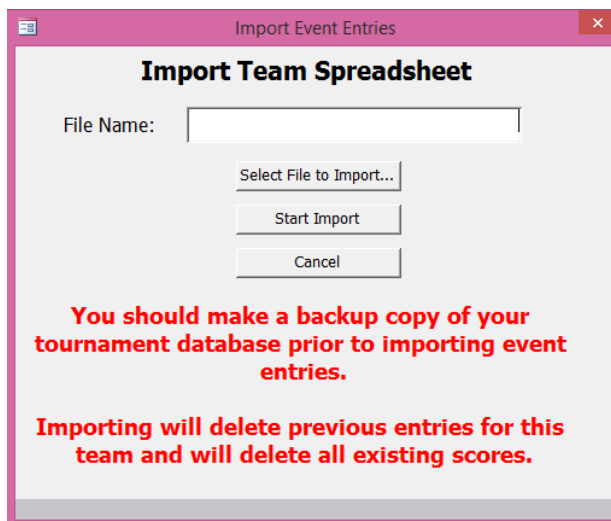
2. Select **Import Functions** option.

<input type="checkbox"/> Enter Team Information
<input type="checkbox"/> Import Functions
<input type="checkbox"/> Enter Competitor Information
<input type="checkbox"/> List of Competitors by Team Report
<input type="checkbox"/> Enter Competitors Into Events
<input type="checkbox"/> Count of Entries by Event
<input type="checkbox"/> Team Check-in List
<input type="checkbox"/> Return To Main Menu

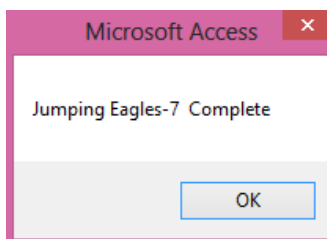
3. Select **Import Team Spreadsheet** option. An “Import Team Spreadsheet” window will appear.



4. Select the **Select File to Import...** option. A standard Browse window will appear for you to navigate to and select the file to import. Select the file and click ok. The file name selected will now appear in the Import Event Entries window.



5. OPTIONAL: Select the **Cancel** option or click the X in the upper right window to close this window without importing.
6. Select the **Start Import** option to import the team spreadsheet into the database.
7. Once the import is complete, the system will display a complete message with the Team Name and Team ID. Click the OK button to close this window.



8. Repeat this process for each team.

[Confirm Tournament Set-up](#)

You must confirm your tournament set-up prior to assigning Competitors and Judges to Heats & Stations. Review the section Define Tournament Events (page 27) in the Advanced Set-up section to make sure the Number of Stations per Event is correct as well as the Number of Judges per Event.

Assign Competitors to Heats & Stations

Once all athletes have been imported, the system has a utility to automatically assign athletes to Heats and Stations.

WARNING: Using this “Auto-Assign Heats and Stations” and “Auto-Fill Empty Judges Scores” functions will delete any previous assignments made. Never use these functions once the tournament has started.

TIP: Recommended to only run “Auto-Assign Heats and Stations” and “Auto-Fill Empty Judges Scores” functions just prior to printing all of the Heat Sheets and Score sheets.

1. Select the **Enter Competitors Into Events** option.

- Enter Team Information
- Import Functions
- Enter Competitor Information
- List of Competitors by Team Report
- Enter Competitors Into Events**
- Count of Entries by Event
- Team Check-in List
- Return To Main Menu

2. Select the **Auto-Assign Heats and Stations** option.

Team Event Registration

Search Event Entries

Select Entry ID Select Age Group

Select Event

Select Team

Sort Event Entries

Sort by Entry ID Sort by Heat

Sort by Team Sort by Station

Entry	Team	Event	AAU	Age	He	Statio	Selective Pri
2250	Albuquerque Air Jump	MSRS-Male Single Rope Speed	0	13-14	14	10	True
2251	Albuquerque Air Jump	MSRS-Male Single Rope Speed	0	13-14	14	9	False
2252	Albuquerque Air Jump	MSRS-Male Single Rope Speed	0	11-12	14	2	False
2253	Albuquerque Air Jump	MSRS-Male Single Rope Speed	0	11-12	13	9	True
2254	Albuquerque Air Jump	MSRS-Male Single Rope Speed	0	15-17	15	4	False
2255	Albuquerque Air Jump	MSRS-Male Single Rope Speed	0	15-17	15	7	False
2256	Albuquerque Air Jump	MSRS-Male Single Rope Speed	0	15-17	15	2	False
2257	Albuquerque Air Jump	MSRS-Male Single Rope Speed	0	50-Over	16	5	False
2258	Albuquerque Air Jump	MSRS-Female Single Rope Speed	0	10-Und	19	3	False

Competitors For Selected Event Entry

Competitor

*

Optional Helper Functions

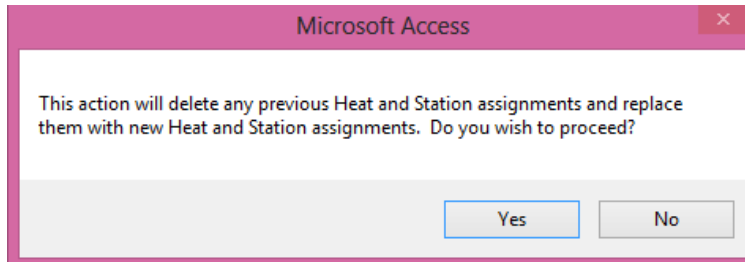
Auto-Assign Heats and Stations

Auto-Fill Empty Judges Scores

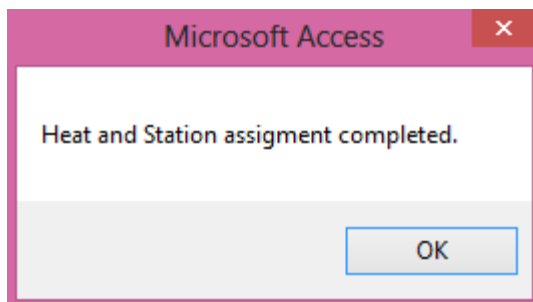
List Judge and Station

Check AAU Event Entry

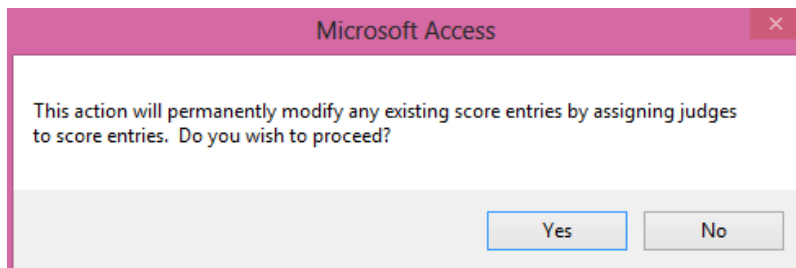
3. A warning message will appear. Click Yes to proceed and No to cancel this operation.



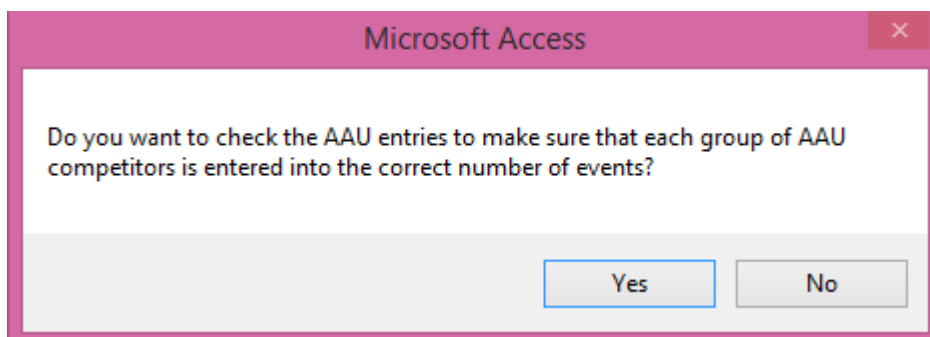
4. A completion message will appear. Click OK to proceed.



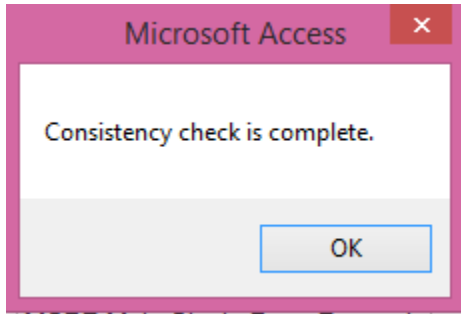
5. Select the **Auto-Fill Empty Judges Scores**. Click Yes to proceed and No to cancel this operation.



6. If this is an AAU tournament, click **the Check AAU Event Entry** button. This function ensures teams have been properly registered across all the events. Click the Yes button to proceed with check.



7. The system will display a confirmation if all of the teams are registered properly. Click OK to close this window.



Enter Judges

TIP: It is recommended that you do NOT enter Judges into the application. The system is already configured to operate with "anonymous" judges. You should set up & manage your judging panels outside of this application.

Proceed to Print Tournament Reports (page 18) if you are not entering judges.

1. Select the **Judges** option.

Tournament Setup

Team and Competitor Registration

Judges

Heat Sheets

Score Sheets

Scores

Results

Exit Application

2. Select the **Enter Judge Information** option.

Enter Judge Information

Assign Judges To Events

Judge List

Judges Event Assignments by Event Type

Judges Event Assignments by Event Name

Judges Event Assignments by Judge

Return To Main Menu

3. Enter the First Name, Last Name, and select the Team from the drop-down menu. The system will automatically assign a Judge Id.

Your Tournament Name HERE

Judges List

Judge ID	First Name	Last Name	Team
249	Robert	Jones	Albuquerque Air Jump ▼
250	Mike	Smith	Jumping Eagles ▼
251	Kathy	Thompson	Jumping the Moon ▼

4. Close the window when complete.

Assign Judges to Events

TIP: You are not required to assign judges to each event. You may do so if you find this helps you organize your tournament. Best practice is to create your judges panels in a spreadsheet and manage judge assignments via the spreadsheet.

The system comes pre-configured with all the events and required number of judges per event for your tournament. All freestyle events are configured with 8 stations and all speed events are configured with 24 stations. You DO NOT need to delete these extra entries if you will use less than these default stations. However, if you have more than this number of stations, you will need to manually enter them.

1. Select the **Assign Judges to Events** option.

- Enter Judge Information
- Assign Judges To Events**
- Judge List
- Judges Event Assignments by Event Type
- Judges Event Assignments by Event Name
- Judges Event Assignments by Judge
- Return To Main Menu

2. Select the judge from the drop-down menu for each event, judge type, and station.

Your Tournament Name HERE					
Event Judging List					
Event	Judge Type	Station #	Judge #	Judge	
DDPF-Double Dutch Pairs Freestyle	Presentation	1	11	Jones, Robert	
DDPF-Double Dutch Pairs Freestyle	Head Freestyl	1	1	Smith, Mike	
DDPF-Double Dutch Pairs Freestyle	Head Content	1	2	Thompson, Kathy	

TIP: The column headings allow you to sort or apply filters. Click the triangle beside each column heading to activate these features.

3. Close the window when complete.

Print Tournament Reports

There are many reports to print and some reports can be hundreds of pages long, requiring thousands of pages for a tournament. Ensure you have sufficient paper and a printer that can handle the printing volume. It is recommended that laser printers are utilized, not inkjet printers. Inkjet printers are not typically suited for this large volume of printing and the ink may smear if it gets wet. Expect to spend several hours the day before the tournament printing reports. Please see [Report Index](#) (starting page 34) for a complete listing of available reports.

When to Print?	What to Print?	How Many Copies?	Who Gets Them?	Purpose
7-10 days prior to tournament	Count of Event Entries	1	Tournament Director	OPTIONAL: Can be used to optimize judges panels
3-5 days prior to tournament	Heat Lists by Team (prior to assigning heats & stations)	1 (export to file to email)	Each team coach (divide by team)	Each coach confirms all competitors are properly registered per event.
After all team registrations have been confirmed, run the Auto-Assign Heats and Stations and the Auto-Fill Empty Judges Scores functions. This must happen before proceeding with printing the following reports. Any changes after this point must be handled manually.				
Day before tournament	Individual Competitors Heat Sheets	1	Each team coach (divide by team)	Can be used by competitors/parents to know events, heats, & stations for each competitor
Day before tournament	Judges Event Assignments by Judge	1	Each team coach (divide by team)	OPTIONAL: Only if tracking judges with the system
Day before tournament	Heat Lists by Team	1	Each team coach (divide by team)	Confirmation copy
Day before tournament	Speed Heats by Station	1 copy per station	Judges station (divide by station)	Confirmation copy
Day before tournament	Freestyle Heats by Station	1 copy per station	Floor Manager (divide by station)	Confirmation copy
Day before tournament	Speed Heats by Heat (for Announcer)	3	<ol style="list-style-type: none"> 1. Announcer 2. Post in competitor practice area 3. Post in spectator area 	Used to announce competitors

When to Print?	What to Print?	How Many Copies?	Who Gets Them?	Purpose
Day before tournament	Freestyle Heats by Heat (for Announcer)	3	<ol style="list-style-type: none"> 1. Announcer 2. Post in competitor practice area 3. Post in spectator area 	Used to announce competitors
Day before tournament	Team Show Heats by Heat	4	<ol style="list-style-type: none"> 1. Announcer 2. Each team coach 3. Post in competitor practice area 4. Post in spectator area 	Confirmation copy
Day before tournament	Speed Score Sheets (select AAU or USAJR version)	1	Organize into packets per station	Used to record speed scores
Day before tournament	Freestyle Summary Score Sheets (select AAU or USAJR version)	1	Organize into packets per station, per judge	Used to record freestyle scores
Day before tournament	Freestyle Head Judge Score Sheets (select AAU or USAJR version)	1	Organize into packets per station, per judge	Used to record freestyle scores
Day before tournament	Freestyle Head Content Judge Score Sheets (select AAU or USAJR version)	1	Organize into packets per station, per judge	Used to record freestyle scores
Day before tournament	Freestyle Content Judge Score Sheets (select AAU or USAJR version)	1	Organize into packets per station, per judge	Used to record freestyle scores
Day before tournament	Freestyle Head Presentation Judge Score Sheets (select AAU or USAJR version)	1	Organize into packets per station, per judge	Used to record freestyle scores
Day before tournament	Freestyle Presentation Judge Score Sheets (select AAU or USAJR version)	1	Organize into packets per station, per judge	Used to record freestyle scores

Selective Print

Sometimes during a tournament it may become necessary to reprint score sheets, in the case of a re-jump for example. You may print blank copies of the score sheets and have the entrant details manually added, or you may use the Selective Print function. This feature allows you to select 1 or more entrants and then print the appropriate score sheet with the entrant details filled in. Follow these instructions.

1. Select the **Team and Competitor Registration** option.



2. Select the **Enter Competitors Into Events** option.



3. Navigate to the entry of interest.
4. Click the SelectivePrint checkbox beside each entry where you want to print a blank score sheet.

Entry	Team	Event	AAU	Age	He	Statio	SelectivePrint	wildcard	scratch
689	Jump Mavericks	FTMS-Female Three Minute Speed	0	23-29	74	3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
696	Jump Mavericks	MTU-Male Triple Unders	0	15-17	75	2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
695	Jump Mavericks	MTU-Male Triple Unders	0	15-17	75	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
694	Jump Mavericks	MTU-Male Triple Unders	0	15-17	76	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
693	Jump Mavericks	MTU-Male Triple Unders	0	15-17	74	10	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
692	Jump Mavericks	MTU-Male Triple Unders	0	15-17	75	6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
813	Jump Mavericks	FSRF-Female Single Rope Freesty	0	10-Unde	49	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
690	Jump Mavericks	FTMS-Female Three Minute Speed	0	23-29	74	5	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
699	Jump Mavericks	FTU-Female Triple Unders	0	15-17	78	2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Record: 7 of 1084

5. Navigate to the Score Sheets > Print Individual Score Sheets > location and select the USAJR or AAU option as appropriate.
6. Select the appropriate report(s) to print based on your need.

Phase 3 – Execute Tournament

Judges scores are recorded on the Score Sheets previously printed and then they are transcribed into the application. The collection of scores is divided into 3 distinct functions for Speed Scores, Freestyle Scores, and Team Show Scores. The specifics of each function are subtly different, but they all fundamentally work the same.

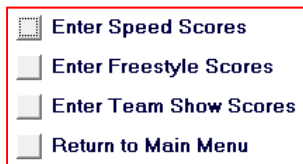
Enter Scores

1. Select the **Scores** option.



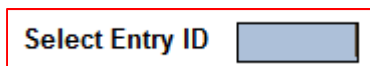
A screenshot of a software menu with a red border. The menu items are: Tournament Setup, Team and Competitor Registration, Judges, Heat Sheets, Score Sheets, Scores, Results, and Exit Application. The 'Scores' option is highlighted in yellow.

2. Select the appropriate type of scores to enter (Speed, Freestyle, or Team Show).



A screenshot of a sub-menu with a red border. The menu items are: Enter Speed Scores, Enter Freestyle Scores, Enter Team Show Scores, and Return to Main Menu. The 'Enter Speed Scores' option is selected with a grey checkmark.

3. Find the “Entry ID” from the Score Sheet.
4. Enter this “Entry ID” into the Select Entry ID field. The system will automatically show the event, competitors, and judges.



A screenshot of a text input field with a red border. The label 'Select Entry ID' is to the left of the input box.

5. Confirm the event, competitors, and judges match the Score sheet.
6. Enter the data into the fields as required for the event.
7. Repeat for each Score Sheet received.

Figure 1 - Speed Score Entry

Figure 2 - Freestyle Score Entry

Figure 3 - Team Show Score Entry

Team Show Scores
- □ ×

Team Show Score Entry

Select Entry ID

Select Event

Select Age Group

Select Team

Deductions:

Team Show Scores

	Judge Type	Judge	Total
*			

Team

Event

Age **Entry ID** (New)

Station: **Heat:**

Competitors

	Competitor
*	

Record: 1 of 1 Filtered Search

Results

Once all the scores for Speed, Freestyle, or Team Show events have been entered, the results can be generated.

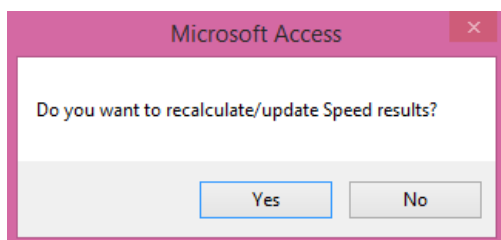
1. Select the **Results** option.



2. Select the appropriate option for the type of event.



3. The system will ask you if you want to recalculate the results. Select Yes if this is the first time generating the results, or if you need them recalculated. Select No just to see the results from the last calculation.



4. The appropriate report preview will appear. Print this report and provide to the Tournament Director.

Advanced Set-up

This section describes activities used in setting up the database for all Regions to use or for the National tournament.

Age Groups

Competitors are grouped into Age Groups for each event. The Tournament Software allows the Age Groups to be amended as rules issued by the governing body are modified. Each event will have its own allowable Age Groups. Use the Define Age Groups function to modify the Age Groups for your tournament.

1. Select **Tournament Setup** from the Main Switchboard



2. Select Define Age Groups option.



3. Add/Delete/Edit the Age Groups Name as needed. This is the value seen throughout the system and printed on reports.
4. Add/Delete/Edit the Age ID as needed. This is a unique ID.
5. Add/Delete/Edit the Competition Order. This determines the order in which Age Groups are assigned to Heats & Stations, and the order in which the results are printed.

Age Groups Name	Age ID	Competition Order
▶ 3-Under	1	1
10-Under	2	2
11-12	3	3
12-Under	4	4
13-14	5	5
15-17	6	6
18-22	7	7
23-29	8	9
30-49	9	10
50-Over	10	12
30-Over	11	11
18-Over	12	8
15-Over	13	13
*	0	0

Record: 1 of 13 No Filter Search

6. Click the X to close the window.

Define Tournament Events

This function defines the tournament events and the attributes of each event used by the Tournament Software.

WARNING: The Event Name value must exactly match the definition in the Regional Registration workbook or the athletes will not be properly registered.

1. Select **Tournament Setup** from the Main Switchboard



2. Select **Define Tournament Events** option.



3. Add/Delete/Edit the Event Order. This determines the order in which the events will be run during the tournament, and it determines the print order for some reports.
4. Add/Delete/Edit the Event Name.
5. Add/Delete/Edit the Event Type.
6. Add/Delete/Edit the AAU Type. This is used to determine overall scoring for AAU.
7. Add/Delete/Edit the Event Gender.
8. Add/Delete/Edit the Number of Judges. This determines the number of judges to be assigned per station.
9. Add/Delete/Edit the Number of Stations. This determines how many stations will exist and this determines how many heats are required.
10. Add/Delete/Edit the Same Age at One Station. This setting instructs the system to assign entries for an age group to the same station. This is typically done for freestyle events to ensure the same judging panel is used for an entire age group.
11. Add/Delete/Edit Number of Athletes per Entry. This determines the number of athletes necessary to compete in the event.

Your Tournament Name HERE
Tournament Event List

Event Order	Event Name	Event Type	AAU Type	Event Gender	Number of Judges	Number of Stations	Same Age at One Station	Number of Athletes Per Entry
1	MTSS-Male Thirty Second Speed	Speed		Male	3	10	<input type="checkbox"/>	1
2	FTSS-Female Thirty Second Speed	Speed		Female	3	10	<input type="checkbox"/>	1
3	MSRS-Male Single Rope Speed	Speed	Male Individual	Male	3	10	<input type="checkbox"/>	1
4	FSRS-Female Single Rope Speed	Speed	Female Individual	Female	3	10	<input type="checkbox"/>	1
5	SRSM-Single Rope Speed Medley	Speed		Mixed	3	10	<input type="checkbox"/>	4
6	SRSR-Single Rope Speed Relay	Speed		Mixed	3	10	<input type="checkbox"/>	4
7	DDSR-Double Dutch Speed Relay	Speed		Mixed	3	10	<input type="checkbox"/>	3
8	DDPS-Double Dutch Pairs Speed	Speed	Double Dutch	Mixed	3	10	<input type="checkbox"/>	4
9	MTMS-Male Three Minute Speed	Speed		Male	3	10	<input type="checkbox"/>	1
10	FTMS-Female Three Minute Speed	Speed		Female	3	10	<input type="checkbox"/>	1
11	MSRF-Male Single Rope Freestyle	Freestyle	Male Individual	Male	11	2	<input type="checkbox"/>	1
12	FSRF-Female Single Rope Freestyle	Freestyle	Female Individual	Female	11	2	<input type="checkbox"/>	1

Record: 14 | 1 of 22 | No Filter | Search

12. Click the X to close this window.

Manually Assign Athletes

The typical process is to use the Import Team Registration Workbook process and the Assign Competitors to Heats & Stations process to register athletes. In the event this is not possible, use this process to manually assign athletes to events.

1. Select the **Team and Competitor Registration** option.


<input type="checkbox"/> Tournament Setup
<input checked="" type="checkbox"/> Team and Competitor Registration
<input type="checkbox"/> Judges
<input type="checkbox"/> Heat Sheets
<input type="checkbox"/> Score Sheets
<input type="checkbox"/> Scores
<input type="checkbox"/> Results
<input type="checkbox"/> Exit Application


2. Select the **Enter Competitor Information** option.

<input type="checkbox"/> Enter Team Information
<input type="checkbox"/> Import Functions
<input checked="" type="checkbox"/> Enter Competitor Information
<input type="checkbox"/> List of Competitors by Team Report
<input type="checkbox"/> Enter Competitors Into Events
<input type="checkbox"/> Count of Entries by Event
<input type="checkbox"/> Team Check-in List
<input type="checkbox"/> Return To Main Menu

3. Use this form to either Add, Edit, or Delete competitors in the system.

First Name	Last Name	Age	Gender	Team Name
Sidney	Andrews	15-17	Female	Albuquerque Air Jump
Natalia	Chmienko	13-14	Female	Albuquerque Air Jump
Micky	Dzur	11-12	Male	Albuquerque Air Jump

4. To Add a new Competitor, click the  icon at the bottom of the screen to Add a new competitor.
5. To Delete a competitor, highlight the record (a triangle will appear) and press the Delete key.

	Matt	Vaninger	18-22	Male	Mighty Ike Skippers
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6. Click the X to close this window.

7. Select the **Enter Competitors into Events** option.



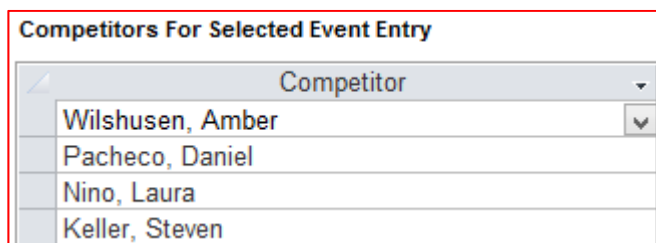
8. In the Event Entries section, click the  icon to add new Team Event Entries.

Entry	Team	Event	AAU	Age	He	Statio	Selective	Pri
2250	Albuquerque Air Jump	MSRS-Male Single Rope Speed	0	13-14	12	5	False	
2251	Albuquerque Air Jump	MSRS-Male Single Rope Speed	0	13-14	12	4	False	
2252	Albuquerque Air Jump	MSRS-Male Single Rope Speed	0	11-12	11	6	False	
2253	Albuquerque Air Jump	MSRS-Male Single Rope Speed	0	11-12	11	2	False	
2254	Albuquerque Air Jump	MSRS-Male Single Rope Speed	0	15-17	13	1	False	
2255	Albuquerque Air Jump	MSRS-Male Single Rope Speed	0	15-17	13	5	False	
2256	Albuquerque Air Jump	MSRS-Male Single Rope Speed	0	15-17	12	9	False	
2257	Albuquerque Air Jump	MSRS-Male Single Rope Speed	0	50-Over	15	4	False	
2258	Albuquerque Air Jump	MSRS-Female Single Rope Speed	0	10-Unde	16	8	False	

9. Select Team, Event, and Age.

10. If the Auto-Assign Heats and Stations function has not been used, do not enter any value for the Heat and Station, as they will be automatically assigned by the function. If the Auto-Assign Heats and Stations function has been used, the Heat and Station values need to be assigned manually.

11. In the Competitors for Selected Event Entry section, select the competitors to be assigned to this event. Ensure the number of Competitors entered matches the number for the select event.



12. Repeat for each event and competitor to be added.

Scratch an Entry

An Entry can be scratched by either method described below.

Method 1

1. Select the Team and Competitor Registration option.

A screenshot of a menu titled "Tournament Setup" enclosed in a red border. The menu items are:

- Tournament Setup**
- Team and Competitor Registration**
- Judges
- Heat Sheets
- Score Sheets
- Scores
- Results
- Exit Application

2. Select Enter Competitors Into Events option.

A screenshot of a menu enclosed in a red border. The menu items are:

- Enter Team Information
- Import Functions
- Enter Competitor Information
- List of Competitors by Team Report
- Enter Competitors Into Events**
- Count of Entries by Event
- Team Check-in List
- Return To Main Menu

3. Use the Search Criteria to find the Entry.

A screenshot of a form titled "Search Event Entries". It contains three rows of search criteria:

- Select Entry ID [text input] Select Age Group [dropdown menu]
- Select Event [dropdown menu]
- Select Team [dropdown menu]

4. Click the checkbox under the Scratch column for that Entry.

A close-up screenshot of a dropdown menu showing the word "scratch" and a small downward arrow. Below the dropdown is a blue bar containing a white checkbox that is checked.

5. Repeat for each Entry

Method 2

1. Select the Scores option.

<input checked="" type="checkbox"/> Tournament Setup
<input type="checkbox"/> Team and Competitor Registration
<input type="checkbox"/> Judges
<input type="checkbox"/> Heat Sheets
<input type="checkbox"/> Score Sheets
<input checked="" type="checkbox"/> Scores
<input type="checkbox"/> Results
<input type="checkbox"/> Exit Application

2. Select the appropriate Entry type (speed, freestyle, team show).

<input checked="" type="checkbox"/> Enter Speed Scores
<input type="checkbox"/> Enter Freestyle Scores
<input type="checkbox"/> Enter Team Show Scores
<input type="checkbox"/> Return to Main Menu

3. Use the filters to find the correct Entry.

Select Entry ID	<input type="text"/>	Select Age Group	<input type="text"/>
Select Event	<input type="text"/>	Select Team	<input type="text"/>

4. Click the Scratch checkbox to scratch this entry.

<input type="checkbox"/> Scratch

Revision History

Version Identifier	Edit Date	Author(s)	Comments
2014 Edition	16-Dec-2013	John Steadman	Initial issue.

Report Index

Report Name	Navigation Location	Description
Tournament Event Report	Tournament Setup	Lists all Events defined for this tournament.
List of Competitors by Team Report	Team and Competitor Registration	Shows all competitors for each team in the system. Grouped by team and age division.
Count of Entries by Event	Team and Competitor Registration	Shows total number of event entries per event, grouped by age division.
Team Check-in List	Team and Competitor Registration	Shows list of Teams defined in the system.
Judge List	Judges	Shows list of Judges defined in the system. NOTE: A judge has to be assigned to a team to appear on the report.
Judges Event Assignment by Event Type	Judges	Shows the judges assigned to each event category (speed, freestyle, team show), grouped by station number.
Judges Event Assignment by Event Name	Judges	Shows the judges assigned to each event, grouped by station number.
Judges Event Assignments by Judge	Judges	Shows all events assigned to a judge, grouped by judge.
AAU Groups by Team	Heat Sheets	Shows all the AAU teams assigned to each event. Grouped by event and age division.
Heat Lists by Team	Heat Sheets	Shows the order of events, grouped by team and event.
Heat List by Team Competitor	Heat Sheets	Shows the events for each competitor, grouped by team and event category.
Speed Heats by Heat (for Announcer)	Heat Sheets	Shows the order of Speed events for the tournament. Grouped by event.
Freestyle Heats by Heat (for Announcer)	Heat Sheets	Shows the order of Freestyle events for the tournament. Grouped by event.
Team Show Heats by Heat	Heat Sheets	Shows the order of Team Show events for the tournament.

Report Name	Navigation Location	Description
Speed Heats by Station (for Judges)	Heat Sheets > Additional Heat Sheets Reports	Shows the Speed events and competitors for each judging station.
Freestyle Heats by Station (for Judges)	Heat Sheets > Additional Heat Sheets Reports	Shows the Freestyle events and competitors for each judging station.
Individual Competitors Heat Sheets	Heat Sheets > Additional Heat Sheets Reports	Shows the list of events, heats, and stations for each competitor.
Freestyle Heat Sheet Announcer - Singles	Heat Sheets > Additional Heat Sheets Reports	Shows the list of single freestyle events and competitors per heat.
Freestyle Heat Sheet Announcer – Pairs/DD	Heat Sheets > Additional Heat Sheets Reports	Shows the list of pairs and double-dutch freestyle events and competitors per heat.
Freestyle Heat Sheet Announcer – By Station	Heat Sheets > Additional Heat Sheets Reports	Shows the list of list of events and competitors. Grouped by station.
Speed Score Sheets	Score Sheets	Speed score sheets for all competitors assigned to events.
Freestyle Summary Score Sheets	Score Sheets > Freestyle Score Sheets	Freestyle summary score sheets for all competitors assigned to events.
Freestyle Head Judge Score Sheets	Score Sheets > Freestyle Score Sheets	Freestyle Head Judge Score Sheets for all competitors assigned to events.
Freestyle Head Content Judge Score Sheets	Score Sheets > Freestyle Score Sheets	Freestyle Head Content Judge Score Sheets for all competitors assigned to events.
Freestyle Content Judge Score Sheets	Score Sheets > Freestyle Score Sheets	Freestyle Content Judge Score Sheets for all competitors assigned to events.
Freestyle Head Presentation Judge Score Sheets	Score Sheets > Freestyle Score Sheets	Freestyle Head Presentation Judge Score Sheets for all competitors assigned to events.
Freestyle Presentation Judge Score Sheets	Score Sheets > Freestyle Score Sheets	Freestyle Presentation Judge Score Sheets for all competitors assigned to events.
Team Show Summary Score Sheet	Score Sheets > Team Show Score Sheets	Team Show summary score sheets for all teams.
Team Show Head Judge Score Sheet	Score Sheets > Team Show Score Sheets	Team Show Head Judge score sheet for all teams.
Team Show Content Judge Score Sheet	Score Sheets > Team Show Score Sheets	Team Show Content Judge score sheet for all teams.

Report Name	Navigation Location	Description
Team Show Presentation Judge Score Sheet	Score Sheets > Team Show Score Sheets	Team Show Presentation Judge score sheet for all teams.
Blank Speed Score Sheets	Score Sheets > Blank Score Sheets	Blank speed summary score sheet.
Blank Freestyle Cover Score Sheet	Score Sheets > Blank Score Sheets > Blank AAU Freestyle Score Sheets	Blank freestyle summary score sheet.
Blank Freestyle Head Judge Score Sheet	Score Sheets > Blank Score Sheets > Blank AAU Freestyle Score Sheets	Blank freestyle Head Judge score sheet.
Blank Freestyle Head Content Judge Score Sheet	Score Sheets > Blank Score Sheets > Blank AAU Freestyle Score Sheets	Blank freestyle Head Content Judge score sheet.
Blank Freestyle Content Judge Score Sheet	Score Sheets > Blank Score Sheets > Blank AAU Freestyle Score Sheets	Blank freestyle Content Judge score sheet.
Blank Freestyle Head Presentation Score Sheet	Score Sheets > Blank Score Sheets > Blank AAU Freestyle Score Sheets	Blank freestyle Head Presentation Judge score sheet.
Blank Freestyle Presentation Score Sheet	Score Sheets > Blank Score Sheets > Blank AAU Freestyle Score Sheets	Blank freestyle Presentation Judge score sheet.
Blank Team Show Cover Score Sheet	Score Sheets > Blank Score Sheets > Blank AAU Team Show Score Sheets	Blank Team Show summary score sheets for all teams.
Blank Team Show Head Judge Score Sheet	Score Sheets > Blank Score Sheets > Blank AAU Team Show Score Sheets	Blank Team Show Head Judge score sheet for all teams.
Blank Team Show Content Judge Score Sheet	Score Sheets > Blank Score Sheets > Blank AAU Team Show Score Sheets	Blank Team Show Content Judge score sheet for all teams.
Blank Team Show Presentation Score Sheet	Score Sheets > Blank Score Sheets > Blank AAU Team Show Score Sheets	Blank Team Show Presentation Judge score sheet for all teams.
Freestyle Summary Score Sheets (AAU)	Score Sheets > AAU Freestyle Score Sheets	Blank freestyle summary score sheet.
Freestyle Head Judges Score Sheets (AAU)	Score Sheets > AAU Freestyle Score Sheets	Blank freestyle Head Judge score sheet.
Freestyle Head Content Judge Score Sheets (AAU)	Score Sheets > AAU Freestyle Score Sheets	Blank freestyle Head Content Judge score sheet.
Freestyle Content Judge Score Sheets (AAU)	Score Sheets > AAU Freestyle Score Sheets	Blank freestyle Content Judge score sheet.
Freestyle Head Presentation Judge Score Sheets (AAU)	Score Sheets > AAU Freestyle Score Sheets	Blank freestyle Head Presentation Judge score sheet.
Freestyle Presentation Judge Score Sheets (AAU)	Score Sheets > AAU Freestyle Score Sheets	Blank freestyle Presentation Judge score sheet.

Report Name	Navigation Location	Description
Team Show Summary Score Sheet	Score Sheets > AAU Team Show Score Sheets	Blank Team Show summary score sheets for all teams.
Team Show Head Judge Score Sheet	Score Sheets > AAU Team Show Score Sheets	Blank Team Show Head Judge score sheet for all teams.
Team Show Content Score Sheet	Score Sheets > AAU Team Show Score Sheets	Blank Team Show Content Judge score sheet for all teams.
Team Show Presentation Score Sheet	Score Sheets > AAU Team Show Score Sheets	Blank Team Show Presentation Judge score sheet for all teams.
Individual Speed Score Sheets	Score Sheets > Print Individual Score Sheets > Print Individual USA Heat Sheets	Prints a single blank speed score sheet. If Selective Print is specified for an entry, then only that entry will print with entry details.
Print All Individual Freestyle	Score Sheets > Print Individual Score Sheets > Print Individual USA Heat Sheets	This function will print all blank copy of the freestyle score sheets for score summary, Head Judge, Head Content Judge, Head Presentation Judge, Content Judge, and Presentation Judge. If Selective Print is specified for an entry, then only that entry will print with entry details.
Individual Head Judge Score Sheets	Score Sheets > Print Individual Score Sheets > Print Individual USA Heat Sheets	Prints a single blank Head Judge freestyle score sheet.
Individual Head Content Judge Score Sheets	Score Sheets > Print Individual Score Sheets > Print Individual USA Heat Sheets	Prints a single blank Head Content Judge freestyle score sheet.
Individual Content Judge Score Sheets	Score Sheets > Print Individual Score Sheets > Print Individual USA Heat Sheets	Prints a single blank Content Judge freestyle score sheet
Individual Head Presentation Judge Score Sheets	Score Sheets > Print Individual Score Sheets > Print Individual USA Heat Sheets	Prints a single blank Head Presentation Judge score sheet.
Individual Presentation Judge Score Sheets	Score Sheets > Print Individual Score Sheets > Print Individual USA Heat Sheets	Prints a single blank Presentation Judge score sheet.
Individual Speed Score Sheets	Score Sheets > Print Individual Score Sheets > Print Individual AAU Heat Sheets	Prints a single blank speed score sheet. If Selective Print is specified for an entry, then only that entry will print with entry details.

Report Name	Navigation Location	Description
Print All Individual Freestyle	Score Sheets > Print Individual Score Sheets > Print Individual AAU Heat Sheets	This function will print all blank copy of the freestyle score sheets for score summary, Head Judge, Head Content Judge, Head Presentation Judge, Content Judge, and Presentation Judge. If Selective Print is specified for an entry, then only that entry will print with entry details.
Individual Head Judge Score Sheets	Score Sheets > Print Individual Score Sheets > Print Individual AAU Heat Sheets	Prints a single blank Head Judge freestyle score sheet.
Individual Head Content Judge Score Sheets	Score Sheets > Print Individual Score Sheets > Print Individual AAU Heat Sheets	Prints a single blank Head Content Judge freestyle score sheet.
Individual Content Judge Score Sheets	Score Sheets > Print Individual Score Sheets > Print Individual AAU Heat Sheets	Prints a single blank Content Judge freestyle score sheet
Individual Head Presentation Judge Score Sheets	Score Sheets > Print Individual Score Sheets > Print Individual AAU Heat Sheets	Prints a single blank Head Presentation Judge score sheet.
Individual Presentation Judge Score Sheets	Score Sheets > Print Individual Score Sheets > Print Individual AAU Heat Sheets	Prints a single blank Presentation Judge score sheet.
Speed Results Report	Results	Tournament Speed results. Option to recalculate all speed results or print existing results.
Freestyle Results Report	Results	Tournament Freestyle results. Option to recalculate all freestyle results or print existing results.
Team Show Results Report	Results	Tournament Team Show results. Option to recalculate all Team Show results or print existing results.
All Around Speed Team Results	Results > Nationals Reports	Report determines points earned per team on speed events. Option to recalculate results or print existing results.
All Around Freestyle Team Results	Results > Nationals Reports	Report determines points earned per team on freestyle events. Option to recalculate results or print existing results.

Report Name	Navigation Location	Description
All Around Overall Results	Results > Nationals Reports	Report determines points earned per team on ALL events. Option to recalculate results or print existing results.
Speed Top 12 Places	Results > Nationals Reports	Shows speed scores ordered high to low, by event.
Freestyle Top 12 Places	Results > Nationals Reports	Shows freestyle scores ordered high to low, by event.
Individual All Around Results	Results > Nationals Reports	Shows total points earned per competitor.
AAU Overall Results	Results	Report determines overall results across all events. Option to recalculate results or use existing results.
Recompute Speed Judging Analysis	Results Judging Analysis > Speed Judging Analysis	DOES NOT PRODUCE REPORT. Only recalculates judging analysis.
Speed Analysis Summary	Results Judging Analysis > Speed Judging Analysis	For each speed event & age division, shows number of Major Misses as an absolute number and a percentage.
Speed Analysis Detail	Results Judging Analysis > Speed Judging Analysis	For each speed event & age divisions, shows score per judge.
Speed Analysis by Judge - Summary	Results Judging Analysis > Speed Judging Analysis	For each judge, shows summary of average number of clicks off average, and number of times score was dropped.
Speed Analysis by Judge - Detail	Results Judging Analysis > Speed Judging Analysis	For each judge, shows recorded scores.
Recompute Freestyle Judging Analysis	Results Judging Analysis > Freestyle Judging Analysis	DOES NOT PRODUCE REPORT. Only recalculates judging analysis.
Freestyle Analysis - Detail	Results Judging Analysis > Freestyle Judging Analysis	For each freestyle event & age division, shows number of Major Misses as an absolute number and a percentage.
Freestyle – Content Ordinals	Results Judging Analysis > Freestyle Judging Analysis	For each freestyle event & age divisions, shows score per judge.
Freestyle – Presentation Ordinals	Results Judging Analysis > Freestyle Judging Analysis	For each judge, shows summary of average number of clicks off average, and number of times score was dropped.

Report Name	Navigation Location	Description
Content Ordinal Delta by Judge Summary	Results Judging Analysis > Freestyle Judging Analysis > Freestyle Judging Analysis by Judge	For each freestyle content judge, show average ordinal delta and percent dropped high/low score.
Content Dropped Scores by Judge Summary	Results Judging Analysis > Freestyle Judging Analysis > Freestyle Judging Analysis by Judge	For each freestyle content judge, show average ordinal delta and percent dropped high/low score.
Content Judge Analysis - Detail	Results Judging Analysis > Freestyle Judging Analysis > Freestyle Judging Analysis by Judge	For each freestyle content judge, show exact scores for each event and age division. Includes number of high/low dropped scores.
Presentation Ordinal Delta by Judge Summary	Results Judging Analysis > Freestyle Judging Analysis > Freestyle Judging Analysis by Judge	For each freestyle presentation judge, show average ordinal delta and percent dropped high/low score.
Presentation Dropped Scoresby Judge Summary	Results Judging Analysis > Freestyle Judging Analysis > Freestyle Judging Analysis by Judge	For each freestyle presentation judge, show average ordinal delta and percent dropped high/low score.
Presentation Judge Analysis – Detail	Results Judging Analysis > Freestyle Judging Analysis > Freestyle Judging Analysis by Judge	For each freestyle presentation judge, show exact scores for each event and age division. Includes number of high/low dropped scores.
Recompute Team Judging Analysis	Results Judging Analysis > Team Judging Analysis	DOES NOT PRODUCE REPORT. Only recalculates judging analysis.
Team Judging Analysis - Detail	Results Judging Analysis > Team Judging Analysis	For each speed event & age division, shows number of Major Misses as an absolute number and a percentage.
Team – Content Ordinals	Results Judging Analysis > Team Judging Analysis	For each speed event & age divisions, shows score per judge.
Team – Presentation Ordinals	Results Judging Analysis > Team Judging Analysis	For each judge, shows summary of average number of clicks off average, and number of times score was dropped.
Content Ordinal Delta by Judge Summary	Results Judging Analysis > Freestyle Judging Analysis > Team Judging Analysis by Judge	For each team show content judge, show average ordinal delta and percent dropped high/low score.

Report Name	Navigation Location	Description
Content Dropped Scores by Judge Summary	Results Judging Analysis > Freestyle Judging Analysis > Team Judging Analysis by Judge	For each team show content judge, show average ordinal delta and percent dropped high/low score.
Content Judge Analysis - Detail	Results Judging Analysis > Freestyle Judging Analysis > Team Judging Analysis by Judge	For each team show content judge, show exact scores for each event and age division. Includes number of high/low dropped scores.
Presentation Ordinal Delta by Judge Summary	Results Judging Analysis > Freestyle Judging Analysis > Team Judging Analysis by Judge	For each team show presentation judge, show average ordinal delta and percent dropped high/low score.
Presentation Dropped Scores by Judge Summary	Results Judging Analysis > Freestyle Judging Analysis > Team Judging Analysis by Judge	For each team show presentation judge, show average ordinal delta and percent dropped high/low score.
Presentation Judge Analysis – Detail	Results Judging Analysis > Freestyle Judging Analysis > Team Judging Analysis by Judge	For each team show presentation judge, show exact scores for each event and age division. Includes number of high/low dropped scores.
Speed Results by Team	Results > Additional Results Reports	For each speed event & age divisions, shows each competitors ranking. Grouped by team. Option to recalculate results or show previously calculated results.
Freestyle Results by Team	Results > Additional Results Reports	For each freestyle event & age divisions, shows each competitors ranking. Grouped by team. Option to recalculate results or show previously calculated results.
Speed Results Total # of Ribbons by Team	Results > Additional Results Reports	Shows total ribbons per team for speed events.
Freestyle Results Total # of Ribbons by Team	Results > Additional Results Reports	Shows total ribbons per team for freestyle events.
AAU Overall Results by Team	Results > Additional Results Reports	For each age division, shows AAU totals for each competitor/group. Grouped by team.