



Instruction Manual
for the
ICORE Scoring Program

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1 About the Program

The scoring program is written in Access 2007. It has been tested on Windows XP as running in normal mode and also as “runtime” version. Later versions of Access may require the user to save the files as the new version before operating. Self-installing executable is provided from the ICORE website for use on Windows computers. Users that have Office Professional with Access can request the database files. Email to: icore.competition@gmail.com

1.1 Match Size

The current release supports 325 competitors and associated scores. Stages are limited to 20. It is not possible for the user to adjust the size of the data files since they are all linked with referential integrity enforced. If more competitors are anticipated, then contact icore.competition@gmail.com for a possible revision to the scoring program.

1.2 Database Design

The scoring program is divided into a “front end” which has only the main “**ICORE-Scoring-Program**” program with forms/queries/reports and other special code. The data tables have been separated into a “back end” that contains only the match data. This allows the data to be on a server or shared computer separate from the front end application.

2 Initial Installation and Setup

2.1 Install the Executable

Unzip the "ICORE-Scoring-Program.zip" to desktop or a folder. Find and click on the file named "setup.exe" to begin the installation process. The normal install will be to the desktop. To run the executable version, click on the desktop icon. If multiple users are sharing the database, then each user will have to install the executable on each PC. The scores data is set up to be shared from a common server to multiple users on a network. Microsoft Windows restricts the number of links that computers can have to share files between computers, so if more than 3 users will be inputting scores, then a small server is recommended. Linux running Samba file sharing works well.

2.2 Load the Scores Data Tables

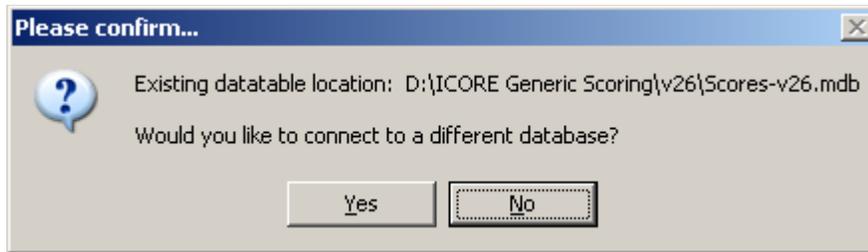
Unzip the "Scores.zip" file to the desktop or to a folder. The Scores.mdb file contains all the match, competitor and scores data. The example scores are from the 2012 IRC. This will give some insight into how the stages are set up and the scoring program operates with various types of stages. Before starting the scoring for your match, it is strongly advised to create a copy of the Scores.mdb and use that to contain the new match information. If the Scores.mdb is overwritten or lost, another copy can be downloaded from the ICORE website here: <http://www.icore.org/tools/Scores.zip>

2.3 Copy the Data Tables

Before starting the ICORE-Scoring program, it is recommended that the "**Scores.mdb**" be copied. The copy should be renamed appropriate to the match that will be scored. The copy of the back end tables will be linked at startup as per the process described in the next section. NOTE that the data tables cannot be individually copied. Access groups the data tables into a database (.mdb) and the entire database must be copied and renamed. The individual table names do not change within the database. Altering table names will render the scoring program unusable. Re-linking the tables using the Access Linked Table Manager function is acceptable, but the runtime version can only use the built-in function of the program that will relink automatically. Experienced users that have the raw database files can re-link using the Access tools but that is discouraged for all but the most skilled users.

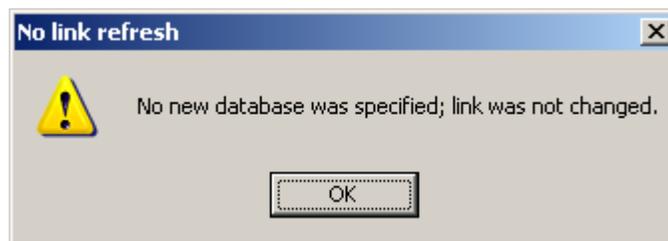
2.4 Update the Back End Link

To ensure the linked tables in the back end are correctly connected, when the **ICORE-Scoring-Program.mdb** opens, a dialogue box will show the present link location for the associated match data tables. **It is ALWAYS necessary to change the linking when the program is started for the first time.** Failure to link the match data tables at the first startup will result in an error message when the match setup is attempted.

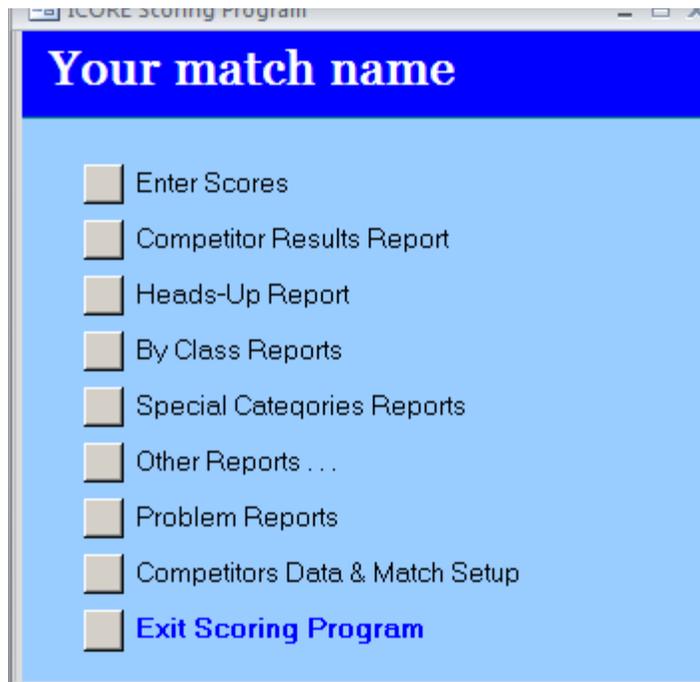


To re-link the tables, simply select “Yes” in the popup dialogue and then use the normal Windows tools to locate the “**Scores.mdb**” back end data tables (or whatever your match data is named). The built-in code will relink the tables and the program is ready for match setup.

If “No” is selected (default choice), a dialogue box will indicate that the program will use the last linked location for the data tables.



When linking finishes, the main Switchboard form will appear.



3 Match Setup

To initialize the match information, click on the “Competitors Data & Match Setup” button on the main form. This will open another page that has multiple options. Choose the one at the bottom for “Match Setup” That will open a new page with the following choices:

3.1 Edit Event Info

Type the name of the event in the box. This event name will be printed on all special reports and on the main form at the top.

Select the match date from the popup calendar. This event date will be used on various reports and to report which competitors need a membership renewal by the match date.

Determine if a chronograph stage is to be used and what the penalty is for failing chronograph. If the “chrono” box is *NOT* ticked, the chrono stage information will not be displayed on the Heads Up report. If the chrono box *IS* ticked, then the report will show “no” if the chrono stage has not been completed and the final score (either zero or the penalty) if the chrono stage has been completed.

The size of the Heads Up report is selected using the radio buttons. For a US match, the choice of letter or legal paper will allow either 15 or 20 stages plus Chrono to be displayed. For metric A4 paper, either 18 or 20 stages can be printed. The 20 stage A4 version uses 8 point font but is quite readable. The default selection is 15 stages. Unclicking all buttons will always force the default condition so as to ensure the report can be printed.

Optionally, choose a color scheme for the main menu if desired. This is only cosmetic and has no impact on the function of the form.

3.2 Edit Stage Info

A total of 20 stages are available in the program. Each stage has a name and a tick box for “active.” If the “active” tick box is checked, then the stage information will be shown on the form and the stage will also be listed on the “Select Stage” form. Similarly, if the stage is not active, then it cannot be selected, the Heads Up report will not show the stage information, the total will NOT reflect any scores for that unselected stage and the “By Stages” report will omit the stage.

Below the “active” checkbox is a “Classifier?” checkbox. Ticking the “Classifier?” checkbox will cause a dropdown menu to appear. The default is CS-001. Classifier data is automatically loaded into the stage data entry forms. The existing Field stage data is not affected so unchecking the “Classifier?” box will hide the classifier menu and make the field data entry windows visible.

3.2.1 Net Score Stage Info

This form allows the entry of a hand-calculated score. This is useful if a very complicated stage or unusual scoring is not supported by a normal field or steel setup.

Below the stage name box the form has been divided into a “Field” and “Steel” section. If the Field stage checkbox is ticked, then the Field data entry form will be assigned and the data used as per the displayed stage information. If “Steel” is selected, then only the steel information will apply and a Steel data entry form will be opened. Only the appropriate data is shown when the checkboxes are selected.

3.2.2 Field Stage Info

The maximum number of Strings for a field course is 4. The minimum number is 1. If more strings are desired, then the program must be modified. Based on a check of numerous IRC and Regional matches, 4 strings is the most seen to date. The string number also determines how many Min Time boxes or Par Time boxes are visible.

The Min Time can be set for each of the strings. This is a useful parameter as the competitors time will be compared against this time. If the competitor's time is LESS than the Min Time, then this will indicate a data entry error. This helps to avoid a data entry error resulting in an absurdly low string time being recorded. The string time should be set based on the complexity of the course and the expected performance of the best shooter. The Min Times can be adjusted after the match starts if needed. If this feature is not desired, then set all the Min Time to zero and no error checking will occur.

The count of Paper and Steel targets can be entered. The total of Paper and Steel is the maximum number of FTE penalties in the case the stage is not shot. The total Rounds box is the number of scored hits. The Max Score is calculated from the Paper and Steel target count and Round count. Any shooter that is selected as DNF in the Competitor Edit form will have the Max Score applied to the stages that shooter does not complete.

A tick box is set for a "Shots Limited" stage. If ticked, then the Extra Shot and Extra Hit scoring box is enabled on the data entry form.

A tick box is set for scoring "No Shoots". Ticking the box enables the No Shoot scoring box on the data entry form.

A tick box is set for "X Count" and a scrollbox is provided when it is selected. The listbox allows either 1 second or 2 seconds off per X hit. If the X bonus is neither, then typing in the box overrides the dropdown choices.

Although rare, it is possible for a "field" stage to have a stop plate. In that instance, a tick box is provided to enable a stop plate scoring on the data entry form. When the box is ticked, a window is enabled to enter the associated penalty for not hitting the stop plate. The default is 30 seconds but can be changed to be any integer value.

A check box selects "Par Time" stage with the appropriate par time to be entered. This par time cannot be overwritten in the scoring box on the data entry form. Ticking the Par Time box enables the OT Penalty box to be visible on the data entry form. The OverTime penalty can be chosen as 10 seconds (default) or 5 seconds.

3.2.3 Steel Stage Info

Steel stage supports between 1 and 6 strings.

Clicking the "Discard High Score" box causes the highest of the strings to be discarded during the totalizing.

The Min Time box is used for ALL strings in the steel stage. Setting the box to zero eliminates the error checking for an absurdly low time.

If the stage has a designated stop plate, the "Has Stop Plate" checkbox should be ticked.

The Total Plate Count box should have the count of ALL plates per string, including the stop plate (if any). The "Discard High Score" checkbox, the Total Plate Count and the Has Stop Plate checkbox are used to calculate the Max Score

3.3 Edit Squad List

The Squad Information form is used to edit the squad numbering, the “cycle” information and determine which squads are “active. Numbering must be unique, and it can be any combination of numeric and alphabetic designations as desired. The “cycle” information contains a description of what schedule the squad is on. At the IRC, there are two cycles as shown in the sample data. Ticking the “Squad Active” checkbox will enable the squad to appear in the list on the Competitor Information form. The scoring program runs irrespective of any squadding information. Squad lists are only a convenience for organizing competitors into manageable groups.

3.4 Edit Sponsor Event Info

Clicking on the button for Sponsor Event Info will allow the entry of up to 6 special sponsors. If the competitor is shooting in the sponsored category, then the tick box on the Competitor form is used to select the sponsored product the shooter is using. Each “sponsor” is treated separately and the report can be printed separately. “Sponsor” could be any other special category if desired.

The sponsor information will change the checkbox labels on the Competitor form. The checkbox status is displayed on the “Competitors Data Report,” with the sponsors shown in the footer.

3.5 Flush All Stage Setup Data

This button will cause all the Stage information to be erased. This should never be carelessly done. This button opens another verification dialog where it is possible to quit without affecting the stage setup data.

3.6 Flush Scores or Competitor Data

This button opens a sub form that has the following options.

3.6.1 Flush Selected Stage

Selecting this button will show a form that allows the selection of an individual stage to zero out. This should not ever be necessary since removing the tick from the “Active” box on the Stage Data form will remove the stage from the totals. However, this feature is provided, but with less security.

3.6.2 Flush ALL Stage Scores

Selecting this button will give a form and 2 chances to change one’s mind. Once the final “Proceed” is selected, all scores will be returned to zero. **This button should NEVER be used after the match is started.** Future versions of the program will likely have a password lock to prevent careless activation by assistant scorers.

3.6.3 Flush All Competitors

Empties out only the entire contents of the Competitor file. Will pop up a warning about erasing the data. One more chance is given at which time the data is completely erased.

3.6.4 Flush ALL Match Files

Empties out the entire contents of Scores, ChronoCheck and Competitor data files. Will pop up a warning about erasing the data. **One more chance is given at which time ALL 325 scores and competitor data is completely erased.**

4 Competitors Data and Reports

The Competitors form has the following buttons:

4.1 Enter/Edit Competitor Info

All competitor information is entered through the Competitor Info form. The number is grayed out because it cannot be changed. There is a set number of shooter numbers. If a competitor enters but fails to appear, simply clicking the "Delete" box will remove that competitor from any of the scoring forms and reports. It is possible to build a master roster of competitors and then manage the match attendance by clicking on "Delete" or "Restore" to remove/restore the competitor from the match.

Division is Classic, Limited, or Open. Results for the three divisions are reported separately except for the "Heads Up" report which lists all competitors in order of finish.

Special categories are not required. Ticking the radio buttons enables the various special categories. Some buttons are interlocked such that ticking one clears another. An example is the Junior/Senior/SuperSenior buttons. Only one can be chosen, of course. Other restricted choices will pop up an alert message box if a conflicting choice is made. An example is "Law" that requires the Division be Limited or Classic.

Classifications can be assigned by choosing from the window, or they can be updated by using the membership data file that can be downloaded from the ICORE website. If the classification is assigned manually and then the update is done, the manual classification will be overwritten.

The "DNF" button is used to provide default scores for competitors that do not complete all the courses of fire. The competitor will earn the score for the completed stages, and will be given the "Max Score" for the uncompleted stages.

The "DQ" button removes the competitor from all reports except the "Prize Reports" where the DisQualified competitors are listed at the bottom. This is to provide the match director the discretion to award a prize regardless of the DQ offense.

4.2 Competitors Category Report

Provides a summary of all competitors special categories, classifications and other information. This is useful as it is arranged alphabetically by competitor's last name and first name so it provides a ready "decoder" for the name to competitor number information.

4.3 Squad Report

The Squad Report will print an individual sheet for each squad that has at least 1 competitor assigned. Competitors are assigned to squads using the Competitor Information form.

4.4 Update Classifications

Selecting this button will prompt the user to import a new membership data file. It is not required to import the file again if it has already been imported. If the existing file can be used, selecting "No" will continue to update the classifications. To import a new file, select "Yes" and use the file select box to choose the "MembershipData.txt" file. This is the ONLY acceptable name or the import process will fail. If any other file is selected, or the selection is canceled, the membership data will not be refreshed.

To ensure the latest information is available for scoring the match, download the MembershipData.zip file from <http://icore.org/membershipdata/>.

After either the completion of the membership data import, the program will automatically update the classifications by matching the membership number and the gun (Division) with the appropriate classification from the MembershipData table. If any competitor does not have an ICORE number, or there is no matching membership number in the database, or the competitor is Unclassified, then a report will be opened to show those special cases.

In most cases, the missing membership number is due to a data entry error. If the competitor is unmatched, then the classification is set to "U" for that shooter.

4.5 ICORE Problem Reports

This button will open a menu for six possible reports. Menu choices are as per the following sections.

4.5.1 Scoring Errors Report

This report lists all instances of bad or incomplete scores by Competitor number and stage. When all Competitors have a valid (either automatic or Manual Valid) score, then this report should be empty.

4.5.2 Unclassified Competitors

This report lists all the competitors that are unclassified. These are not necessarily errors because some competitors do not have all the needed classifiers. It can be due to the lapse in membership fees in which case the membership renewal can be taken and the competitor's classification updated manually using the Competitor Information form.

4.5.3 Competitors Not ICORE Members

This report shows all competitors that do not have a corresponding membership number in the "MembershipData" file. This can be due to a typo in the ICORE number, a missing "L" for Life member in front of the number, or simply a competitor who is not an ICORE member and has no assigned number. When the numbers are corrected by using the Edit Competitor Data form, the error will be cleared. Only non-members should appear in this listing if numbers have been correctly entered.

4.5.4 Expired ICORE Memberships

This report is "Competitors Having Expired ICORE Membership" that lists all competitors what have an existing ICORE number and an expiration date that precedes the match date. This is to assist the match personnel in encouraging membership renewals and/or to determine eligibility for firearm prizes.

4.5.5 Deleted Competitor Report

This report simply lists all competitors that have been deleted due to failure to register.

4.5.6 DQ Competitor Report

This report lists all competitors that were disqualified during the match.

5 Entering Scores

Clicking on the “Enter Scores” button will display a form that offers the activated stages. Each stage button opens either the Field or Steel form depending on what was chosen at the time the Stage Info was updated. To move between competitors, scroll up or down using the up/down arrow keys or the “page up” and “page down” buttons on the keyboard.

To enter scores, use the “Enter” key which will move the cursor to the first active box. The tabs are in order so subsequent “Enter” key presses will move to the next available box. When the last scoring box is completed, the shooter list box will be activated and one can scroll to the next shooter. It should not be necessary to touch the mouse for any data entry once the stage is opened. Upon completing the scores entry for that stage, clicking the “Close” icon will close the stage.

It is possible for more than one data entry form to be open at any time. This allows multiple data entry if the computers are networked.

5.1 Field Stage

The “Min Rounds” box on the Stage Info provides the desired minimum round count for the stage. If fewer or more rounds are entered in the X,A,B,C,M boxes, the total count will turn **Red** and the data valid flag will not be set. Subsequently, this score will be listed in the Scoring Errors Report.

If the entered time is less than the Min Time, then the Time box will be red. If hit scores are entered and Time remains zero, the total box will be red as well.

Only when all the entered times are greater than the Min Time and the Rounds are correct will the Total box be green and the Data Valid check be passed. If the competitor has a malfunction and the Time is less than the minimum, it is possible to tick the “Manual OK” box on the data entry form. A “Manual OK” overrides the scoring error check. When “Manual OK” is invoked, the error box turns **yellow** and the total turns **yellow**. If the score is valid, it is not possible to tick the Manual OK box.

5.2 Steel Stage

Depending on how the steel stage was selected, up to 6 data entry boxes will be available. If the high string is to be discarded, then the discarded string will be **hilited**. If all strings are to be retained, then no hiliting is shown.

Entering data starts the same as for a field course. Selecting “Enter” moves the cursor to the first StringTime score. Subsequent entries move to the remaining string time score boxes. If a miss on either a regular plate, the stop plate or a procedural is incurred, the cursor must be manually placed using the mouse and the data entered. The next “enter” will return the cursor to the next stage time box. This is done because Misses and Procedurals are rare in a steel stage so the exception requires a manual operation to place the cursor in the appropriate box.

5.3 Net Score Stage

If the stage is a net score, then

6 Reports

6.1 Heads Up Report

The Heads Up report will open the report size as selected from the Event Info (see 3.1). If 20 stages are desired for metric printing, then the report must be scaled to fit on A4 paper, or a larger paper size must be used.

6.2 Special Category Reports

Selecting “Special Categories” allows the print preview of ALL special reports, or selected individual reports. An “Other Special” category has been provided to account for a category other than traditional (Lady, Junior, Law, etc.).

6.3 Classic/Limited/Open By Class Reports

These reports open with a single button. Only the total score is shown, in rank order by Class (GM thru D class).

6.4 Other Reports

The “Other Reports” button provides a a second menu as follows:

6.4.1 Sponsor Reports

Provides a menu to choose the various sponsored results.

6.4.2 By Stages Report

Provides a print-preview of report listing all competitors in order of finish for all active stages.

6.4.3 By Percent Reports

Print preview of Classic, Limited, and Open scores as a percent of the best score. If any competitor has a zero score, then it is not possible to do a “By Percentage” calculation and a warning message will appear.

6.4.4 Prize Lists

Provides a list of Classic/Limited/Open competitors in descending order with 2nd gun at the bottom and DQ competitors last.

6.4.5 Output Heads Up to Excel

Opens the Heads Up query and pastes into an Excel spreadsheet. The Excel sheet can be saved or printed as a pdf in Excel.

6.4.6 Output Heads Up to web page

Generates an html page that lists competitors in order of match Total score. Only the active stages are listed and Chrono, if it is enabled by the Event Data.

6.4.7 About This Version

Lists the release version and date. This is useful for submitting a failure or “bug” report.

7 Feedback

Feedback is welcomed!!

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