Date:	1 October 2015 (updated2)
From:	Mike Watts
Subject:	Indoor scoring spreadsheet

Introduction

This document describes an Excel indoor driving scoring spreadsheet.

If you just want to see what's new, see Changes at the end.

The design intent is that the basic spreadsheet is obvious to anyone who knows Excel (I have tried to keep it simple) – all the data for a driver on one line, nothing *too* fancy.

There is a fancy bit: I have added forms which make it easier to enter data into this base spreadsheet. These forms are written in VBA – the language used in Microsoft Office, but the code is open. You can always enter data directly into the spreadsheet and ignore the forms – that means someone familiar with Excel but not programming can still have complete control of the spreadsheet and get at all the data.

This is set up in Microsoft Excel 2010.
Each of the sheets is 'protected'. This is to stop you accidentally overtyping formula cells which do the calculating. It is not passworded, so you can simply unprotect sheets if you need to alter anything protected (shouldn't be needed). However, it has extra features to make it easy to use on top of a simple Excel spreadsheet, in particular it has

- optional forms for entering P&P, cones and obstacles.
- support for printing results and running orders

In addition it has advanced features, which you can use if wanted:

- it can drive other PCs to show live display of results
- it can post results direct to the indoor driving website, when connected to the internet.

It works on at least Excel 2003, 2007, 2010 and 2013, Windows XP, Vista, Windows 7, 8 and 10.

How to install

Simply copy the   ihdt_scoretemplate.xlsm to a convenient place on your PC.

To set up for a new event, make a copy of the template and rename that to something that reminds you of the event, e.g Wix_1Oct2014.xlsm
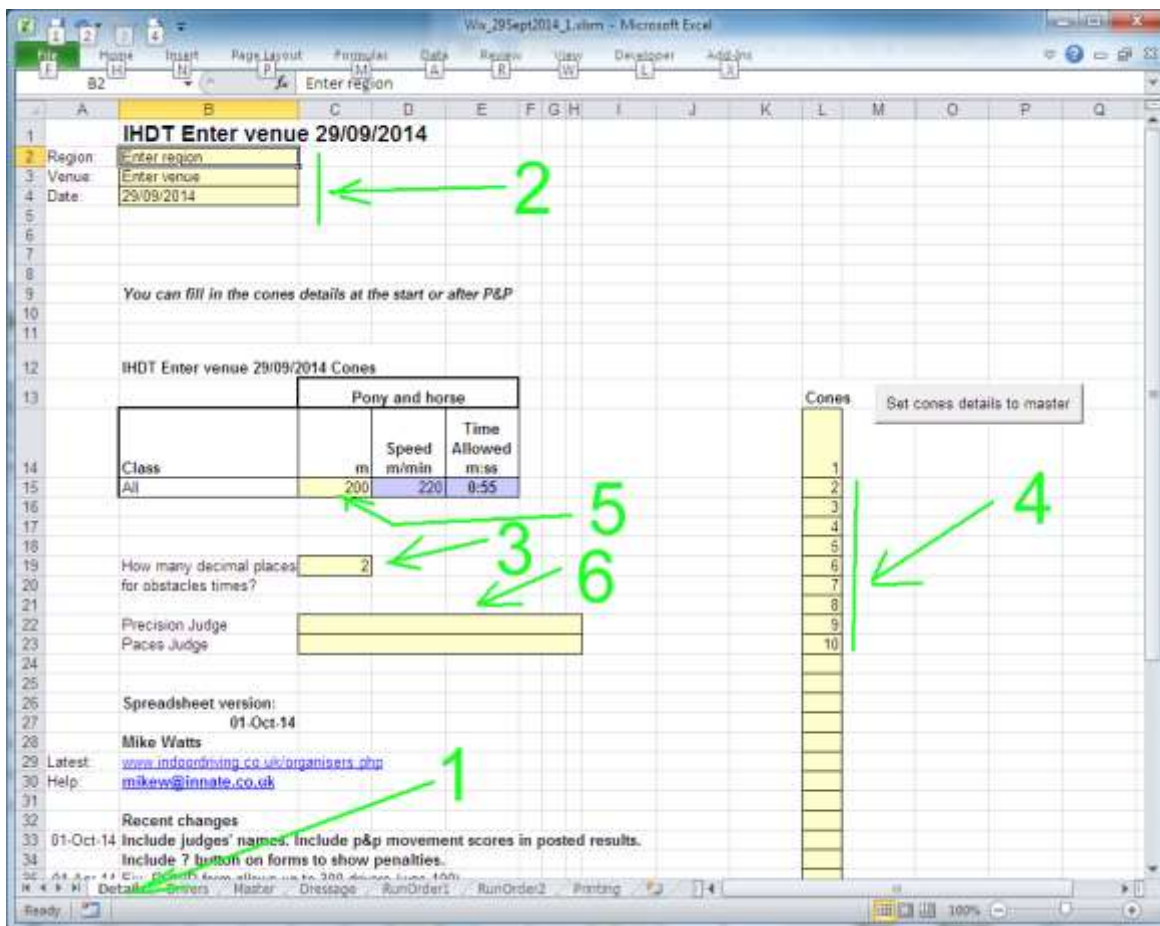
Open the spreadsheet you have renamed – e.g Wix_1Oct2014.xlsm

Depending on your version of Excel and your security setting, you may have to do something to enable the macros in the spreadsheet.

Look *carefully* at any message which appears when you open the spreadsheet and ensure you enable its "macros". These are digitally signed by me, using my company's digital signature – Innate Management Systems Ltd. issued by Comodo (UTN-UserFirst-Object), so you can set medium or high security and trust software issued by that company, and still be safe from virus macros in spreadsheets. (See Excel Help, Google or ask me if held up by this).

How to set up an event

Set up Details

Go to the Details tab 1   Fill in any of the yellow areas you need to:

2 The event name, date and location, 2

3 If you have a particular choice of decimal places for obstacle time (use 0 for elapsed settings, 1 or 2 for more precision) enter it here.

4 You can enter the cones details now or later.

Enter any changes to the cones numbers, e.g you might have 1 2 3A 3B 3C 3D 4 5 6 7 8 9 10 if you have a zig zag.

5 Also enter the cones length now or later.

6 Please enter the names of the precision and paces judges. These will appear in the posted event results/records.

Set up Drivers

Go to the Drivers tab, 1 then
Type or paste in the drivers and their classes and number as in this screenshot:

If you use the ICD online entry system, you can paste in from the For scoresheet view which contains the driver data for all these fields. Either way, you can number manually or leave the calculated numbers, Column A,

Please be sure to fill in the Champ Class with the class in which a driver would compete at Keysoe – or Club .This helps the ICD system calculate the points leagues and championship qualification for all these classes.

The Class column, C, groups the drivers for the your results. These should really be ICD classes selected from the pull down list in that column, but you can use local classes if necessary. However, *please* still put an 'official' Champ Class for each driver, or Club if none, so we see what they could qualify for.

You can use the Rearrange button to reorder your drivers for dressage times.
When you are done, click "Done create scoresheet" 2

You should see some flickering, then you can click the Master tab which is the scoresheet where you work.

If nothing happens when you click "Done create scoresheet", macros are disabled in your spreadsheet – read the section above about security settings, Google…

Entering Precision and Paces

Click a driver name 1, then click Enter PP 2 (if you can find the Scoring menu - under Add Ins, in Excel 2007 onwards - you can alternatively use the menu entry for Scoring > Precision and Paces to get the same window.)

Now enter the P&P scores 3 as they come in using keyboard and or mouse as you like Enter any other penalties in the box "Other penalties", e.g Error of course. You can click the ? button to get a list of errors and their penalties – double click the error and the penalty will be entered for you. Then click Apply or press Enter.

The Total is shown in big letters for the commentator and the P&P copied into the Master score sheet.

(The details are also stored – you can see them by coming back to this form, where you can also edit them, choose the driver number, or look on the Sheet 'Dressage').
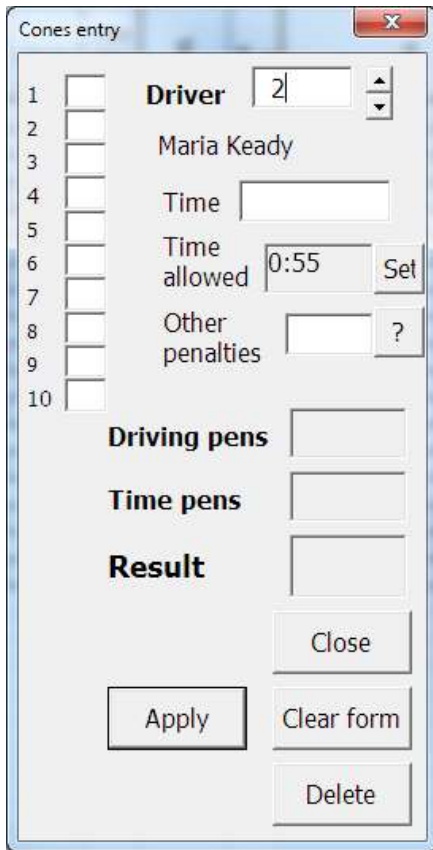Press Enter again to move onto the next driver, or choose another driver directly.
You can leave the form open and choose another driver, or close it and open it, move it around etc.

To add, delete or change a driver during an event

Use the new Add Move Delete button in the Master tab. This can add a driver who enters last minute (!?) or changes class etc.

To enter cones scores

Click Enter Cones to get the cones dialog.

Here again, you select the driver (and it shows you the name to help ensure the right person…)

If you haven't already set the Time allowed, do it here by clicking Set.

Normally we just click a box for any cone which is knocked down. That puts a 1 in the box. Click it again to clear the 1 if it was a mistake. If you particularly want, you can type a 0 in each box for a successful cone, but it is not necessary.
Enter the time taken.

I recommend typing it in *exactly* as the timer displays (the form will calculate commenced seconds etc).

So you can type   a time like 74.5
If your stopwatch shows minutes, you can type minutes space seconds dot decimal seconds, eg. 1 14.5
When the form is completed this time will show in Excel's normal format e.g 00:1:14.5

Enter any other penalties, again you can click the ? button to see penalties/rules, then press Enter or click Apply.
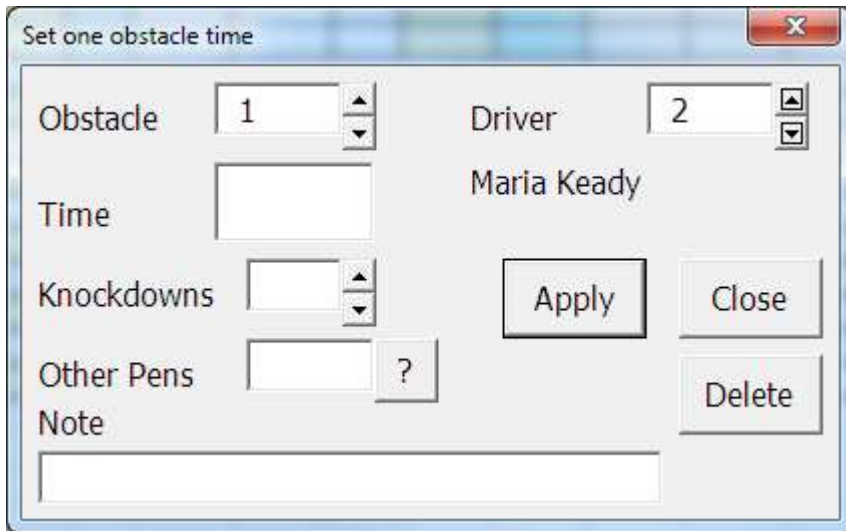
The result shows in big print for the commentator and is copied to the Master.
Press Enter again to move to the next driver – or change the driver number directly.
On the master sheet, cones time penalties have a minus sign after them to show where people were too fast.

Entering obstacles times

Much the same. Click Enter Obs to get the obstacle time window:

You enter the time in the same format as above – the form will do any rounding for the Master.

You enter 1 for each knockdown – e.g. 2 means two knockdowns and will add 2 x 5 to the Total – not to the "obstacle time in seconds" which is the obstacle time in seconds.

Click Apply.

This form is possibly too clever for its own good and after you click Apply, or press Enter it moves on to the next obstacle or next driver to try to help you.

General on Forms

On any of these forms you can go back to a driver or obstacle you previously entered to see their results, and edit them if necessary. If you change them, just click Apply to update the Master.

Printing

You can print partial or full results, or a running order for the obstacles.

Click the Print button above the area you want to print, e.g "Print PP"

When you click any Print button, a copy of the results is made into the **temporary** sheet Printing.

You can, if needed, make any edits to the Printing spreadsheet without affecting other sheets. They are temporary. E.g, you can move around the running order without upsetting the Master sheet – it is not linked. Use the Rearrange button to help you with this.

When you have the output you want, print from Excel as usual. (File Print…)

When you've finished printing, remember to click the Master tab to return to the Master spreadsheet to do more scoring.

General

Remember to save your work occasionally. Press Save or File Save.

If anything goes wrong, make a note of the problem, Save the spreadsheet, perhaps take a copy, reopen and continue.

The Master sheet is protected so you can only write in certain cells. If you really need to write in others, go Tools > Unprotect sheet to unlock it. Be careful if you do this not to overwrite any formulae.

If someone Retires/Eliminated/Withdrawn

Click E/R/W/D button on the Master sheet and set them E or R or WD. You can also use this button to unwithdraw them.

To post the results to the web

Click More, enter your username and password (which will be stored, encrypted) and press "Post to web"

(newdata memoirs works at present). Once you have entered your username and password once, all you need to do is press Post on the Master sheet. You can do this repeatedly during the event – if you are connected to the internet – to post partial results for your event. (The Post is optimised to send the smallest possible amount of data, so you can connect your PC through a mobile phone or dongle if you know how to do that, and it will use up very little of you data allowance).

Other Advanced features

Sharing with other PCs takes a little setting up in Windows (file sharing/permissions) and I'll add details later. It's easy and automatic once set.
Comments welcome!!

Changes

The main change for 2015-16 is that we include a new column Champ Class. That doesn't affect your local scores or results, but it does help hugely with figuring out the points league and who can qualify for which class at the championships - please help us by filling it in! (You fill it in on the drivers tab as you set up).

If you find out later/after you start scoring that one of the Champs Classes is wrong, you can edit in column CH on the Master tab. If you have to do that, please try to paste in an existing Champs Class so our system can recognise it.

We have also included picklist for region, venue etc, to make it easier to get these right otherwise differently spelled venues and regions can confuse the ICD website (and users).

If a new venue is used before I add it you can overtype the picklist by unprotecting the Details sheet temporarily.

29-Sep-15	**Add Champs class, picklists**
03-Apr-15	New button Print12 = all to end obs 1 and 2
01-Apr-15	Staged output for Keysoe
15-Mar-15	Allow 0.5 in p&p
08-Mar-15	Fix to P&P form - ensure penalties saved
26-Feb-15	Uncorrected error of course included explicitly in errors list
	Improve display for Keysoe.
11-Jan-15	Fix so E in marathon shows up in Total (bug - was blank)
21-Nov-14	Driver numbers easier to renumber on setup
	New button to Add, Change Class or Delete drivers
	Remove special symbols from driver names on post data. Handle '
	Smart move on P&P form
02-Oct-14	Remove special chars from driver names on post.
01-Oct-14	**Include judges' names. Include all p&p movement scores in posted results.**
	Include ? button on forms to show penalties.
01-Apr-14	Fix: ERWD form allows up to 300 drivers (was 100)
	Fix cones rounding for people who enter whole seconds despite the instructions
01-Apr-13	(col BO)

Percentage

The new percentage scores for each event are calculated by the ICD server, not the spreadsheet – it looks at the best score for the event and works from that. To compensate for the fact that some classes are on average slower than others (e.g multiples vs open pony), the server first multiplies each score by a coefficient for the Champs Class to try to give an equal chance across classes. This coefficient (weighting) is worked out by looking at previous seasons results and especially championship results.

Improvements or problems, please contact me on ihdtm@mikewatts.com