



Hulp dokumente om makliker te werk.
Documents to assist and explain procedures.



Network options.

Reasons why a network option is used.

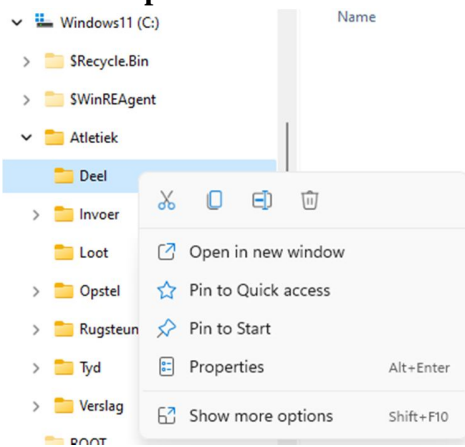
- 1 To allow more than 1 person to capture results simultaneously.
- 2 To get electronic times directly without the use of USB's or printed results.
- 3 To use the screen results available for the announcer in the announcer software.
- 4 To use the medal software for keeping track of medal recipients.
- 5 To be able to receive field results using the Excel draw sheets.
- 6 To be able to have a person available to publish live results on a website.

These are a few reasons. Normally only the first 2 are considered but they are all available and even more can be done.

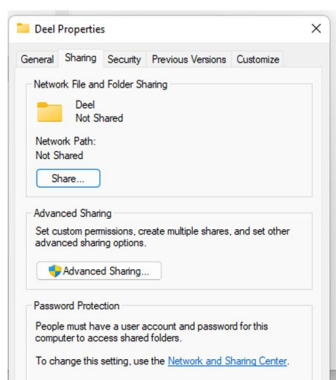
Setting up a shared area.

On the main computer:

Use **File Explorer** and create a shared directory.



After it was created, right click on it and select **Properties**

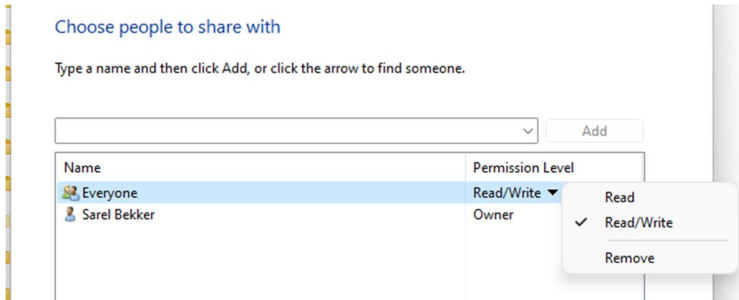


On top click on **Sharing** and then on **Share**.

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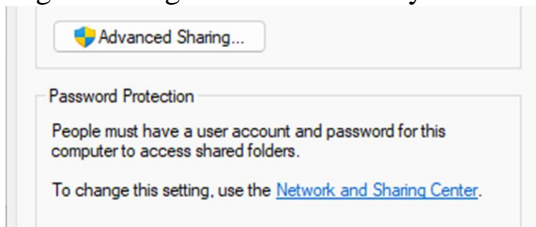
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Use the down arrow and select **Everyone**.

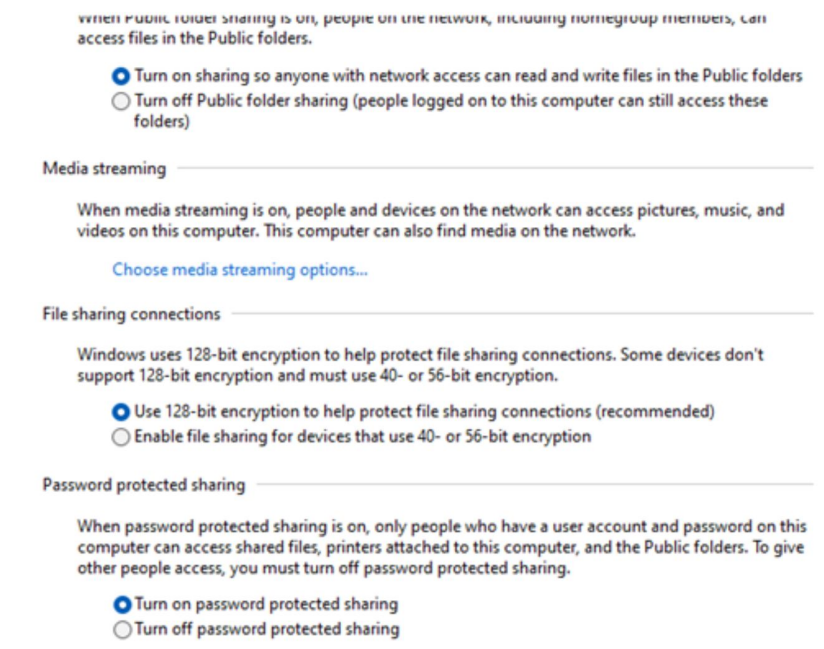
Click on **Add** and change **Read** to **Read/Write**.

Right click again on the directory and select **Properties**.



Now click on **Network and Sharing Centre**

Click the down arrow for **All Networks** and change:



Turn on sharing.....

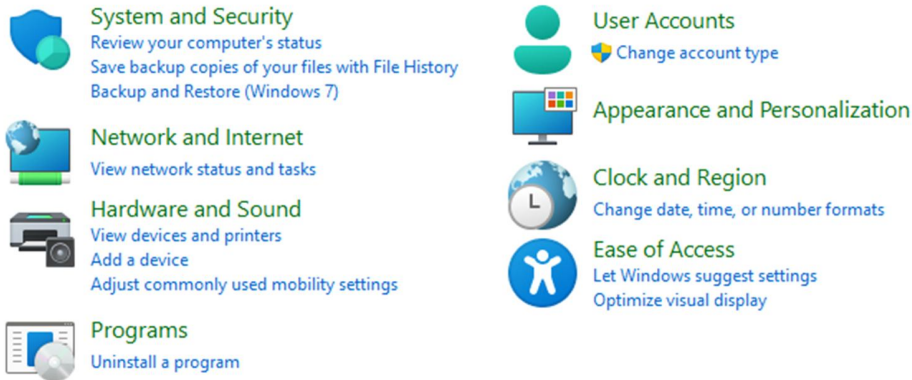
Turn on Password



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As a last step use **Control Panel** and select **User Accounts**. (twice)



Now select **Manage Another Account**

Make changes to your user account

Make changes to my account in PC settings

Change your account name

Change your account type

Manage another account

Change User Account Control settings

Use the option **Add a new user....**

Create a user name and password to be used by other persons that must be able to connect to the shared area.

This PC is now set up to share information

After all preparation for the meeting has been done and the final pre-meeting backup was made, make another backup in the shared directory.

You can also use copy and paste to copy the backup from C:\Athletics\Backup to the shared directory.

If electronic timing is used you can create an additional sub directory in the shared directory for the time files. Arrange with the person doing the time capturing to save these files in your shared area.



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On all other computers used during the meeting:

Use **File Explorer** and go down to **Network**.

Click on the main computer's name to show the shared directory.

Right click on this directory and select **Map Network Drive**.

Use the main computer's user name and password to get access.

A drive letter will be assigned. Take note of this.

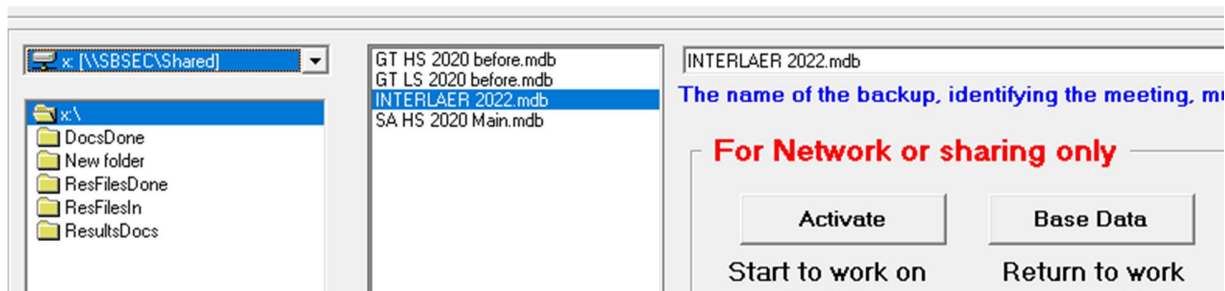
Make sure that the **Reconnect** option is marked.

At this stage all the connected computers are set up to work on the same data.

If printing is done from different computers and a specific logo is used for the meeting, make sure that all the computers have the same **Own.bmp** file in the software directory..

Before the start of the meeting.

On all computers use the **Activate** option.



Use the **Drive and Directory** boxes to select the shared directory. Click on the backup file name and then on **Activate**.

It will return to the main screen and show that you are working on a backup.





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Now select the **Meeting** option and capture the results. (See the **Entering results** document if required.)

The only limitation is that 2 persons can not make changes to the same event at the same time.

NB. At this time all connected are working directly on the same database in the shared area and no additional backup can be made of the backup data. If you want to have additional backup at intermediate points during the meeting, use the copy and paste option to make copies.

The colour on events already captured in the event list will only reflect those events captured on the specific computer. If however you end the meeting option and open it again, all events completed will show.

After completion of the meeting.

On all additional computers:

Click on **Activate** and select **Base Data**. It can now terminate the program and Shut down.

The meeting data will no longer be available on these computers.

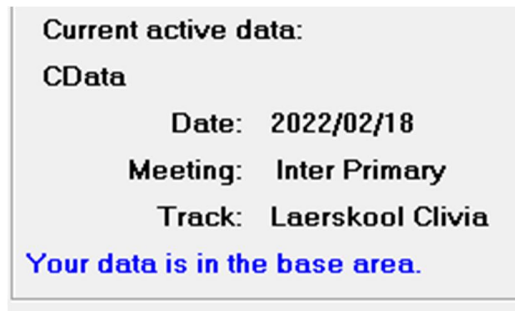
On the main computer:

Do the following 2 actions are required.

1 Click on **Activate** and select **Base Data** (Backup and Restore is not visible).

2 Click **Activate** again, use the browse boxes and locate the backup that was used during the meeting. Mark it an click on **Restore**.

The data will now be back as normal data as shown on the main screen.



All the normal after meeting actions such as reports, updating of records and final backup can now be done.