

Setting Up Shows

To set up a show, go to **Files | Shows** in the Menu. For the purpose of *BarrelTime* software, a "Show" is one or more races run on one or more days staged as single event.

Notice that the **Show Manager** window has four tabbed pages. Each page relates to differing aspects of the Show. Here's how they're used:

NOTE: *BarrelTime* uses several editing screens similar to this one. The Command Buttons at the bottom of the editing screen control what you are able to do with this screen. **You cannot Edit this information without first clicking the [Edit] Button.** In order to [Add] a new record, you must click the [Add] Button. When a record has been Added or Edited, you must click the [Save] Button to ave the changed information, or click the [Ignore] button to not save the changed information.

Show Page – This is where you enter the information about the Show -- Umbrella information that applies to all the races run in this show.

Show: Enter the name of the Show. ("Sandunes Extravaganza")

Arena/Location: Name of the Arena or Location. ("Sandune Arena" or "Zapata Ranch")

City & State: Wherever the Show is located. ("Nowhere, CO")

Show Date: Obviously the Show Date. If the show spans more than one day, the first date.

Stall Assignment: Check here if there are stalls available for assignment. This initiates the Stall Assignments

tracking and reporting routines. When checked, a "Race" named "Stall Assignment," race number "000" is generated for this show. The stall assignment information is tracked here.

Show No: Automatically assigned. The first two digits is the year. The next three digits are assigned serially.

View by: Sets the display order to Name Order, Show Number or Date when you [Find] the show.

Races Page – This is where you enter the details about each race in the show.

Race Name : Enter the Name of the Race. ("Novice Buckle Race")

If this is the First Go of any race, enter it as "1st Go" + name. ("1st Go Calamity Race") The words "1st Go" (not case sensitive) trigger sub routines to manage multi-go races.

Race Date: Enter/confirm the Race Date.

Race No: Automatically generated serially for each race. "Race" number "000" is used for Stall Assignments.

Rules: Select the Primary Division Rules/Format for the race. ("CO" is the CoBRA Racing Format.)

Yth/Snr: Select "Y" or "S" for Youth or Senior Races. The contestant's eligibility will be checked against their date of birth and the sanctioning organization's rules.

Open Race: Defaults to checked (true). Uncheck (false) if only members of the Sanctioning Organization are eligible to run in this race. This is checked against the riders' membership information in the Name/Address file.

Pole Bending: Check here if this is a Pole Bending Race rather than a Barrel Race. You can run Pole Bending

Races as standard races or as 2-D to 5-D races.

Half Sec 1st Div: Depending on the Rules you selected in the Set Up Defaults, this will either be checked (true) or not checked (false). When checked (true) the first division will be a ? second first division; unchecked (false) a 1 second first division.

Half Sec 4 Divs: When checked (true), all divisions will be ? second divisions. Note: Sanctioning Rules will override this option.

Entry Fee / Non-Member Fee: Change if different from the default values.

Sanctioned by: Check the appropriate Sanctioning Organization. Only one or none of the Sanctioning Checkboxes should be checked. (This above example is a non-sanctioned race.) If the Sanctioning Organization you need is disabled, you must enable it on the Set Up Defaults. (The example below is from an NBHA sanctioned race.)

Show:	Sandune Extravaganza	02/28/2009	Show No:	09002	Calendar
Race Name:	Open 4D	02/28/2009	Race No:	002	
Rules:	Rules: 4D ▼	Open Race: <input checked="" type="checkbox"/>	Half Sec 1st Div: <input checked="" type="checkbox"/>	Entry Fee:	\$25.00
	Yth/Snr: ▼	Pole Bending: <input type="checkbox"/>	Half Sec 4 Divs: <input type="checkbox"/>	Non-Member Fee:	\$5.00
Sanctioned by:	AQHA <input type="checkbox"/>	NBHA <input checked="" type="checkbox"/>	Sponsoring Dist:	C006	CoSanctioned Dists:
	AW4D <input type="checkbox"/>	BBR <input type="checkbox"/>	NCBRA <input type="checkbox"/>	COBRA <input type="checkbox"/>	C003
	IPRA <input type="checkbox"/>	WPRA <input type="checkbox"/>	Other <input type="checkbox"/>	COBRA League: <input type="text"/>	
					Race Finished: <input type="checkbox"/>

Sponsoring District: For NBHA Sanctioned Races, enter/confirm the Sponsoring District Number.

CoSanctioned Dists: For NBHA Sanctioned Races, enter all Co-Sanctioning Districts for this race here. NBHA Show Reports will be generated for each Co-Sanctioning District Director.

COBRA: If selected under rules, and checked here, the system will automatically generate the rest of the races for the show. No need to enter each one separately.

Race Finished: Automatically checked when race is has been run.

Race Info Page -- For the most part, this information is automatically generated when the race report is run. Edit this information only if the race information was incorrect at the time of generating the race reports and it is not self-corrected after generating a corrected race report.

Run Data Page -- Again, this information is automatically generated elsewhere. The Run Data cannot be edited from this page.

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