
User's Guide

LynxPad 3.30

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LynxPad 3.30 User's Guide

May 5, 2025

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New LynxPad 3.30 Features

If you are a current LynxPad user, note the following features that are new in LynxPad 3.30.

- **HTML Export** – *LynxPad allows you to export reports in HTML format by clicking the button on the Preview screen.*

CHAPTER 1

Introduction to LynxPad

In This Chapter

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What is LynxPad?

LynxPad™ is a competition management program that allows you to:

- create start lists and results printouts for any competition timed with FinishLynx® and/or administered by FieldLynx™
- seed athletes and advance them into subsequent rounds
- edit and import all *Lynx data files* (see "What are Lynx data files?")
- score the competition
- send data to scoreboards, and
- print reports.

What are Lynx data files?

Lynx data files contain specific information about your competition, as described by the following table.

File Name	Contains
lynx.evt	events and the athletes in them
fldlynx.sch	FieldLynx field event schedule info
lynx.sch	FinishLynx track schedule info
lynx.ppl	athlete info
*.lsf	seeding info
lynx.afl	affiliation info
lynx.rly	relay info
*.lif	FinishLynx race results
*.lff	FieldLynx field event results
*.hif	hand entered results
*.rif	ReacTime reaction times

Installing LynxPad

LynxPad requires that the computer that you install it on runs a Microsoft Windows operating system.

➤ **Upgrading to a new version of LynxPad:**

If you are upgrading to a new version of LynxPad, you *must* first uninstall the old version of LynxPad. To uninstall an old version of LynxPad:

- 1 Click the Microsoft Windows **Start** button and select **Control Panel**. The Control Panel screen appears.
- 2 Double-click **Add or Remove Programs**. The Add or Remove Programs screen appears.

- 3 Scroll down through the list of installed programs and click to highlight **LynxPad**.
- 4 Click the **Remove** button and then follow the instructions on the screen to complete the uninstallation process.

➤ **Installing LynxPad from the Lynx Software Flash Drive:**

- 1 Insert the **Lynx Software Flash Drive** into your computer's USB port. Wait for the drive to auto-run.
- 2 When the Lynx splash screen appears, click the **Enter** button. The Lynx System Developers, Inc., home page appears.
- 3 From the Lynx System Developers, Inc. home page, select **Downloads | Database | Software**. The **Event Administration | Software** page appears.
- 4 Find **LynxPad** on the screen and then click the **Single File Installer** button. The **File Download** dialog appears.
- 5 Click **Save** and navigate to somewhere on your computer where you can install LynxPad.
- 6 Click **Save** again. Click **Close** at the **Download Complete** dialog.
- 7 Navigate to the directory where you just saved the LynxPad application. Double-click the LynxPad executable (*.EXE) file.
- 8 Click **Yes** when asked if you wish to continue with the LynxPad installation. If you have a serial number, type it in the text box when prompted. If you do not have a serial number, you are able to use all LynxPad functions except printing reports. If you decide to purchase a serial number later, you can enter it later without reinstalling the LynxPad application.
- 9 Follow the instructions on the screen to complete the installation.

➤ **Installing LynxPad from the Lynx website:**

LynxPad can be downloaded from the *Lynx website* (<http://www.finishlynx.com/>).

- 1 From the Lynx System Developers, Inc. home page, select **Products | LynxPad Meet Management**.
- 2 Click the **Download** tab.
- 3 Click the **LynxPad Meet Management Software** link.
- 4 Navigate to the directory where you just downloaded the LynxPad application. Double-click the LynxPad executable (*.EXE) file.

- 5 Click **Yes** when asked if you wish to continue with the LynxPad installation. If you have a serial number, type it in the text box when prompted. If you do not have a serial number, you are able to use all LynxPad functions except printing reports. If you decide to purchase a serial number later, you can enter it later without reinstalling the LynxPad application.
- 6 Follow the instructions on the screen to complete the installation.

Starting LynxPad

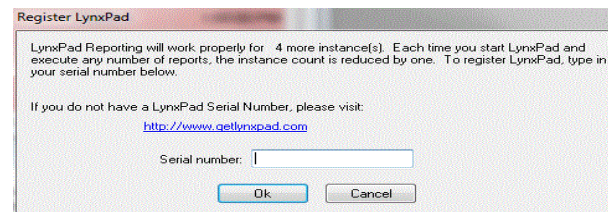
Start LynxPad by clicking the Microsoft Windows **Start** button and selecting **All Programs | LynxPad**.

Note:

- LynxPad requires administrator privileges

If a LynxPad serial number dialog appears:

- If you have a serial number, type it in the text box and then click **Ok**.
- If you do not have a serial number, click the **Demo** button. You are able to use all LynxPad functions except printing reports.



If you already entered a serial number during installation, if you just entered it in the previous step, *or* if you clicked the Demo button, a blank LynxPad screen appears.

Getting help

➤ ***Launch the online help:***

For help while using LynxPad, click **Help** from the Menu bar and click **Contents** to open the online *LynxPad User's Guide*.

➤ ***Read tool tips:***

To learn what happens when you click an icon in LynxPad, position the pointer over that icon and look for a "tool tip" in the lower left corner of your screen.

Contacting Lynx System Developers, Inc.

There are many ways to contact Lynx System Developers, Inc.

➤ ***Emergency after-hours technical support:***

- 1** If you need after-hours emergency technical support, make sure you have a call-back number available.
- 2** Dial: (978) 556-9780.
- 3** Follow the menu that instructs you to dial 1 for technical support.
- 4** If the tech support voice mail comes on, the menu instructs you to dial 3 and to then dial your call-back number. The emergency support technician will call you back at the earliest possible convenience.

➤ ***Lynx on the Web:***

The ***Lynx website*** (<http://www.finishlynx.com/>) has a bounty of information about FinishLynx and the entire suite of Lynx products.

➤ ***Lynx by telephone:***

Call us at (978) 556-9780. We are located in the United States of America in the Eastern Standard Time (EST) zone. Our office hours are 9:00 am to 5:00 pm, Monday through Friday.

➤ ***Lynx technical support email:***

Write to Lynx technical support at: ***support@finishlynx.com***
(mailto:support@finishlynx.com).

CHAPTER 2

Quick Start Tutorial

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Tutorial introduction

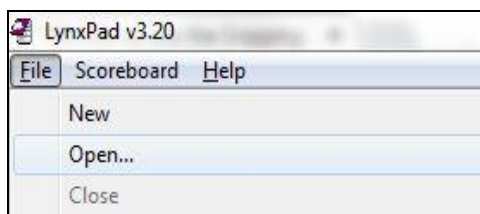
This tutorial teaches you how to perform basic LynxPad functions using the sample competition that comes with the LynxPad installation.

For instructions on specific LynxPad functions, and for answers to more advanced questions about using LynxPad, please consult the online *User's Guide* by clicking **Help** from the Menu bar and selecting **Contents**.

1. Open the sample competition

Open the sample lynx.cmp, or competition file, that comes with LynxPad.

- 1 Click **File** from the Menu bar and then select **Open....**



- 2 The **Open** dialog appears. Navigate to the directory **C:\LynxPadData\Sample**.
- 3 Double-click to open the file, **lynx.cmp**. The data loads and LynxPad displays the sample data on the screen.

The screenshot shows the LynxPad v3.20 software interface. The main window is divided into three panes. The top-left pane displays a list of events with columns for Event Name, Round, Gender, Date, and Time. The top-right pane displays a list of athletes with columns for Place, Heat, Lane, ID, First Name, Last Name, Affiliation, and Time. The bottom pane displays a list of athletes with columns for ID, First Name, Last Name, Affiliation, License, Gender, Event #1, Event #2, Event #3, and Event #4.

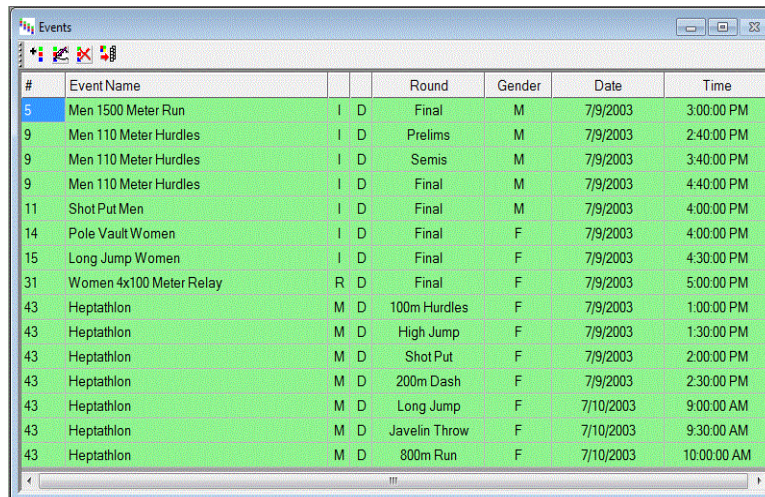
#	Event Name	Round	Gender	Date	Time
5	Men 1500 Meter Run	I D Final	M	7/9/2003	3:00:00 PM
9	Men 110 Meter Hurdles	I D Prelims	M	7/9/2003	2:40:00 PM
9	Men 110 Meter Hurdles	I D Semis	M	7/9/2003	3:40:00 PM
9	Men 110 Meter Hurdles	I D Final	M	7/9/2003	4:40:00 PM
11	Shot Put Men	I D Final	M	7/9/2003	4:00:00 PM
14	Pole Vault Women	I D Final	F	7/9/2003	4:00:00 PM
15	Long Jump Women	I D Final	F	7/9/2003	4:30:00 PM
31	Women 4x100 Meter Relay	R D Final	F	7/9/2003	5:00:00 PM
43	Heptathlon	M D 100m Hurdles	F	7/9/2003	1:00:00 PM
43	Heptathlon	M D High Jump	F	7/9/2003	1:30:00 PM
43	Heptathlon	M D Shot Put	F	7/9/2003	2:00:00 PM
43	Heptathlon	M D 200m Dash	F	7/9/2003	2:30:00 PM
43	Heptathlon	M D Long Jump	F	7/10/2003	9:00:00 AM

ID	First Name	Last Name	Affiliation	License	Gender	Event #1	Event #2	Event #3	Event #4
12	Jenny	Adams	Houston		F	15 - Long Jump Women			
20	Shae	Bair	Utah State		F	14 - Pole Vault Women			
26	Jennifer	Bass	Unattached		F	14 - Pole Vault Women			
29	Kimberly	Becker	Reebok		F	14 - Pole Vault Women			
32	Brandi	Bentley	Michigan		F	15 - Long Jump Women			
44	Angela	Brown	Reebok Enclave		F	15 - Long Jump Women			
46	Jean	Schaffer	Indiana		F	43 - Heptathlon			
53	Dawn	Burnell	U.S. ARMY		F	15 - Long Jump Women			
61	LaShonda	Christopher	North Carolina		F	15 - Long Jump Women			
73	Aimee	Crabtree	San Diego State		F	14 - Pole Vault Women			
91	Samantha	Smith	Michigan		F	43 - Heptathlon			
94	Beth	Vencler	Michigan		F	43 - Heptathlon			
94	Stacy	Oragila	Reebok		F	14 - Pole Vault Women			


2. Add an event

Now, follow these steps to add the *Women's 200 Meters* to the existing list of events.

- 1 Click the **Events** window title bar to activate it. A window is active when its title bar darkens.



#	Event Name		Round	Gender	Date	Time
5	Men 1500 Meter Run	I D	Final	M	7/9/2003	3:00:00 PM
9	Men 110 Meter Hurdles	I D	Prelims	M	7/9/2003	2:40:00 PM
9	Men 110 Meter Hurdles	I D	Semis	M	7/9/2003	3:40:00 PM
9	Men 110 Meter Hurdles	I D	Final	M	7/9/2003	4:40:00 PM
11	Shot Put Men	I D	Final	M	7/9/2003	4:00:00 PM
14	Pole Vault Women	I D	Final	F	7/9/2003	4:00:00 PM
15	Long Jump Women	I D	Final	F	7/9/2003	4:30:00 PM
31	Women 4x100 Meter Relay	R D	Final	F	7/9/2003	5:00:00 PM
43	Heptathlon	M D	100m Hurdles	F	7/9/2003	1:00:00 PM
43	Heptathlon	M D	High Jump	F	7/9/2003	1:30:00 PM
43	Heptathlon	M D	Shot Put	F	7/9/2003	2:00:00 PM
43	Heptathlon	M D	200m Dash	F	7/9/2003	2:30:00 PM
43	Heptathlon	M D	Long Jump	F	7/10/2003	9:00:00 AM
43	Heptathlon	M D	Javelin Throw	F	7/10/2003	9:30:00 AM
43	Heptathlon	M D	800m Run	F	7/10/2003	10:00:00 AM

- 2 Either click **Events** from the Menu bar and then select **Add Event**, or click . The **Add/Edit Event** dialog appears.
- 3 The Event #: field is already completed for you. Enter the following information:
 - Event Name: **Women 200 Meters**
 - Gender: Select **Female** from the drop-down list
 - Event Type: **Track** is selected by default, and
 - Distance: Select **200** from the drop-down list.
- 4 Now, change the number of rounds to **3**.
 - a) Click in the **Number of Rounds:** text box and change the 1 to **3**.
 - b) Click **Apply**.

- c) Click **Yes** when a message appears asking if you wish to continue. All three rounds are displayed in the Rounds area.
- 5 At this time, do not change the information in the Seeding area, but notice the options that are available. For example, you can change the number of lanes and the advancement criteria.

Add/Edit Event

Event Information

Event #: 920

Event Name: Women 200 Meters

Gender: Female

Event Type: Track

☐ Relay

Distance: 200

0

Scoring

☒ Score This Event

Relays

Number of Members: 4

Measurement System

Entries: Metric

Results: Metric

Rounds

Number of Rounds: 3

#	Round Name	Date	Time
1	Prelims	7/9/2003	8:00:00 AM
2	Semis	7/9/2003	9:00:00 AM
3	Final	7/9/2003	10:00:00 AM

(Press CTRL+TAB to tab out of grid)

Seeding

Number of Lanes: 8

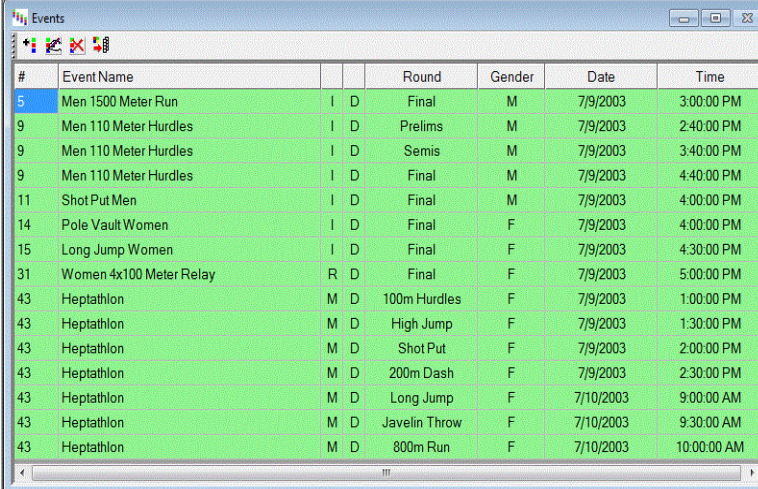
Lane/Position Assignment: Standard Lanes

Heat/Flight Assignment: Random

Heat/Flight Order: Worst To Best

Advancement: Time


- 6 When you are finished entering the event settings, click **Add**. The dialog remains open and displays a new event number so you can continue to add events. When you are finished adding events, click **Done**. Notice that the event you added, the Women's 200 Meters, appears in the **Events** window.



#	Event Name		Round	Gender	Date	Time
5	Men 1500 Meter Run	I D	Final	M	7/9/2003	3:00:00 PM
9	Men 110 Meter Hurdles	I D	Prelims	M	7/9/2003	2:40:00 PM
9	Men 110 Meter Hurdles	I D	Semis	M	7/9/2003	3:40:00 PM
9	Men 110 Meter Hurdles	I D	Final	M	7/9/2003	4:40:00 PM
11	Shot Put Men	I D	Final	M	7/9/2003	4:00:00 PM
14	Pole Vault Women	I D	Final	F	7/9/2003	4:00:00 PM
15	Long Jump Women	I D	Final	F	7/9/2003	4:30:00 PM
31	Women 4x100 Meter Relay	R D	Final	F	7/9/2003	5:00:00 PM
43	Heptathlon	M D	100m Hurdles	F	7/9/2003	1:00:00 PM
43	Heptathlon	M D	High Jump	F	7/9/2003	1:30:00 PM
43	Heptathlon	M D	Shot Put	F	7/9/2003	2:00:00 PM
43	Heptathlon	M D	200m Dash	F	7/9/2003	2:30:00 PM
43	Heptathlon	M D	Long Jump	F	7/10/2003	9:00:00 AM
43	Heptathlon	M D	Javelin Throw	F	7/10/2003	9:30:00 AM
43	Heptathlon	M D	800m Run	F	7/10/2003	10:00:00 AM

3. Save changes to the competition

Now you are ready to save the event you just added to the sample competition.

Either click **File** from the Menu bar and select **Save** or click .

Notes:

- After each athlete or event is added or edited, the competition is automatically saved.
- The first time you save an entire competition, it may take one or two minutes to complete the save.

4. Set up an athlete affiliation

In this step, you will set up the athlete affiliation *Lynx*.

- 1 Click **Competition** from the Menu bar.
- 2 Select **Setup Affiliations....** The **Setup Affiliations** dialog appears.

Name	Abbrev
Unattached	UNA

Affiliation Information


Name

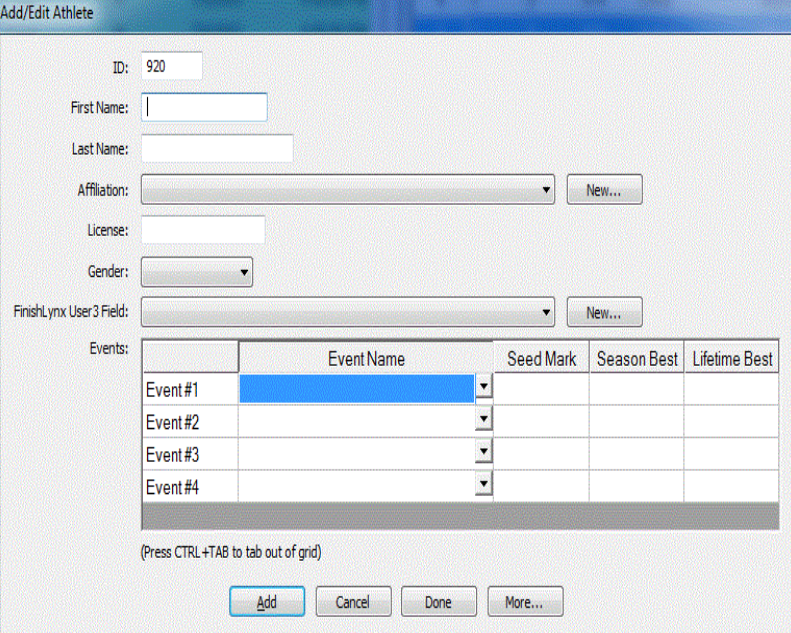
Abbrev (Maximum 4 characters)

- 3 Type "*Lynx*" in the **Name** text box.
- 4 Type "*LYN*" in the **Abbrev** text box.
- 5 Click **Add**. The *Lynx* affiliation is added to the competition.
- 6 Click **Done** to return to the LynxPad main screen.

5. Add an athlete

Now, add competitor *Jane Smith* from *Lynx* to the competition.

- 1 Click the **Athletes/Relays** window title bar to activate it.
- 2 *Either* click **Athletes** from the Menu bar and select **Add Athlete...** *or* click . The **Add/Edit Athlete** dialog appears.



ID: 920
 First Name:
 Last Name:
 Affiliation: New...
 License:
 Gender:
 FinishLynx User3 Field: New...
 Events:

	Event Name	Seed Mark	Season Best	Lifetime Best
Event #1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Event #2	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Event #3	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Event #4	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

(Press CTRL+TAB to tab out of grid)



- 3 Enter the following information in each text box. Press the **Tab** key to move to the next field.
 - ID = leave at default entered automatically, **916**
 - First Name = **Jane**
 - Last Name = **Smith**
 - Affiliation = Select **Lynx**, the affiliation you *created earlier* (see "4. Set up an athlete affiliation"), from the drop-down list
 - License = leave blank
 - Gender = Select **Female**.
- 4 Click the **Add** button to add Jane Smith to the competition. Now, click **Done** to return to the main LynxPad screen.


6. Assign and seed athletes

Now you are ready to add athletes to the Women's 200 Meters and then seed them into heats.

- 1 In the **Athletes/Relays** window, display the women athletes that are in the sample competition by selecting **Women** from the drop-down list.



- 2 Add Jane Smith to the Women's 200 meters by following these steps.
 - a) In the **Events** window, click to highlight Women 200 Meters (Prelims). LynxPad is ready for you to add athletes to this event.
 - b) Click the **ID** column header in the Athletes/Relays window to sort the women athletes by ID. The first ID on your list of athletes should be the athlete you just added, number 916, Jane Smith. If not, click the ID column header again.
 - c) Click on Jane Smith to highlight this athlete's row.
 - d) *Either* click **Athletes/Relays** from the Menu bar and select **Assign to Selected Event** or click . Jane Smith is added to the Women's 200 Meters.
- 3 Now add multiple athletes at once to the Women's 200 Meters.
 - a) Scroll to the top of the list in the Athletes window.
 - b) Click the **ID** column header again until Jenny Adams, ID #12, is at the top of the list.
 - c) Click to highlight the row containing Jenny Adams.
 - d) Press the **Shift** key while clicking to select athlete number **218, Melissa Mueller**. All of the athletes from Jenny Adams through Melissa Mueller are selected.
 - e) *Either* click **Athletes/Relays** from the Menu bar and select **Assign to Selected Event** or click . All of the athletes you selected are added to the Women's 200 Meters.
- 4 Now, seed the athletes into lanes.
 - a) If it is not already selected, click to select **Women 200 Meters (Prelims)** from the **Events** window.
 - b) Click the **Heats - Prelims** title bar to activate the Heats window.

- c) *Either* click **Heats/Flights** and select **Seed** from the Menu bar *or* click . The **Seed - Women 200 Meters - Prelims** dialog appears.
- d) Click the **Seed** button. The **Advancement Selection** dialog appears.
- e) Type 2 in the **Number of Heats next round** text field, and then click **Apply**. LynxPad calculates the number of athletes advancing to the next round. In this case, 16 athletes will advance to round 2 of the Women's 200 Meters.
- f) Click **Ok**. Athletes are seeded into the heats of the round, and you are returned to the **Seed - Women 200 Meters - Prelims** dialog. You can view the seeded athletes by clicking the plus (+) sign next to a heat.
- g) Click **Ok** to exit the dialog.
- h) Click **Yes** when asked if you wish to update the start lists. The seeded heats are displayed in the Heats window on the LynxPad main screen.

LynxPad - Sample Data - [Heats - Prelims]

File Competition Heats/Flights Reports Scoreboard Window


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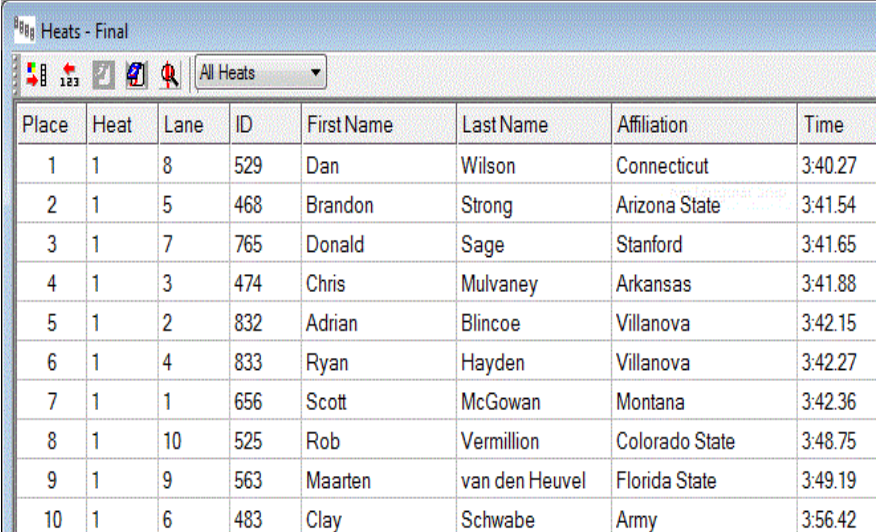
All Heats

Place	Heat	Lane	ID	First Name	Last Name	Affiliation
	1	1	106	Melissa	Feinstein	Unattached
	1	2	150	Erica	Hoernig	UCLA
	1	3	916	Jane	Smith	Lynx
	1	4	44	Angela	Brown	Reebok Enclave
	1	5	102	Karina	Elstrom	Oregon
	1	6	32	BrandI	Bentley	Michigan
	1	7	218	Melissa	Mueller	Nike International
	1	8	136	Alexa	Harz	Unattached
	2	1	111	Monique	Freeman	LSU
	2	2	155	Dalhia	Ingram	Nebraska
	2	3	12	Jenny	Adams	Houston
	2	4	53	Dawn	Burrell	U S ARMY
	2	5	94	Stacy	Dragila	Reebok
	2	6	29	Kimberly	Becker	Reebok
	2	7	173	Stephanie	Jones	So. Cal. Cheetahs
	2	8	133	Abby	Harry	Unattached
	3	1	112	Shannon	Gallagher	Indiana Invaders
	3	2	161	Vonetta	Jeffery	Unattached
	3	3	20	Shae	Bair	Utah State
	3	4	61	LaShonda	Christopher	North Carolina
	3	5	73	Aimee	Crabtree	San Diego State
	3	6	26	Jennifer	Bass	Unattached
	3	7	170	Marion	Jones	Nike
	3	8	121	Starlie	Graves	Unattached

Tip: You can place athletes into *heats yourself* (see "Seeding athletes manually"). You can also *enter seed times or marks* (see "Entering seed times or seed marks") for athletes prior to seeding them, *add a new heat* (see "Adding a heat") after seeding, and *randomize lane assignment* (see "Randomizing lane assignment").

7. Load results

- 1 In the **Events** window, click to highlight **Men 1500 Meter Run**.
- 2 Click the **Heats** window title bar to activate it.
- 3 Either click **Heats/Flights** from the Menu bar and select **Load Results** from the drop-down list, *or* click .
- 4 A dialog advising you to change your FinishLynx Database Precision settings to Thousandths appears. Click **Ok**. The results for the Men's 1500 Meter Run appear in the Heats window.





Place	Heat	Lane	ID	First Name	Last Name	Affiliation	Time
1	1	8	529	Dan	Wilson	Connecticut	3:40.27
2	1	5	468	Brandon	Strong	Arizona State	3:41.54
3	1	7	765	Donald	Sage	Stanford	3:41.65
4	1	3	474	Chris	Mulvaney	Arkansas	3:41.88
5	1	2	832	Adrian	Blincoe	Villanova	3:42.15
6	1	4	833	Ryan	Hayden	Villanova	3:42.27
7	1	1	656	Scott	McGowan	Montana	3:42.36
8	1	10	525	Rob	Vermillion	Colorado State	3:48.75
9	1	9	563	Maarten	van den Heuvel	Florida State	3:49.19
10	1	6	483	Clay	Schwabe	Army	3:56.42

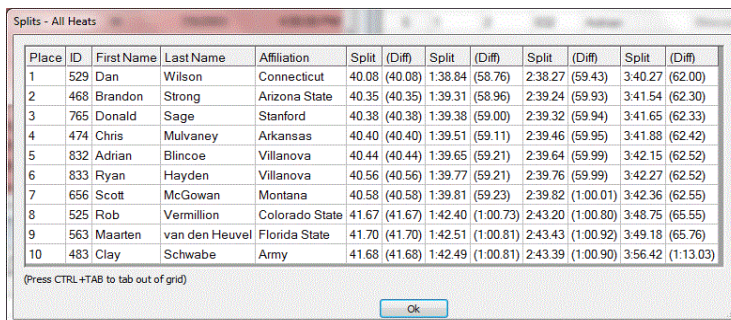
8. Use advanced features

The sample competition provided with LynxPad allows you to practice some advanced LynxPad features, including:

- Viewing a splits display
- Viewing a field event display, and
- Breaking a tie.

➤ *Viewing a splits display:*

- 1 Make sure you followed the instructions in Step 7 of this tutorial to import results into the Men's 1500 Meter Run.
- 2 Click the **Heats** window title bar to activate it.
- 3 *Either* click **Heats/Flights** from the Menu bar and select **Splits**  *or* click . The **Splits** dialog appears, showing the splits captured in the event.




Place	ID	First Name	Last Name	Affiliation	Split	(Diff)	Split	(Diff)	Split	(Diff)	Split	(Diff)
1	529	Dan	Wilson	Connecticut	40.08	(40.08)	1:38.84	(58.76)	2:38.27	(59.43)	3:40.27	(62.00)
2	468	Brandon	Strong	Arizona State	40.35	(40.35)	1:39.31	(58.96)	2:39.24	(59.93)	3:41.54	(62.30)
3	765	Donald	Sage	Stanford	40.38	(40.38)	1:39.38	(59.00)	2:39.32	(59.94)	3:41.65	(62.33)
4	474	Chris	Mulvaney	Arkansas	40.40	(40.40)	1:39.51	(59.11)	2:39.46	(59.95)	3:41.88	(62.42)
5	832	Adrian	Blincoe	Villanova	40.44	(40.44)	1:39.65	(59.21)	2:39.64	(59.99)	3:42.15	(62.52)
6	833	Ryan	Hayden	Villanova	40.56	(40.56)	1:39.77	(59.21)	2:39.76	(59.99)	3:42.27	(62.52)
7	656	Scott	McGowan	Montana	40.58	(40.58)	1:39.81	(59.23)	2:39.82	(1:00.01)	3:42.36	(62.55)
8	525	Rob	Vermillion	Colorado State	41.67	(41.67)	1:42.40	(1:00.73)	2:43.20	(1:00.80)	3:48.75	(65.55)
9	563	Maarten	van den Heuvel	Florida State	41.70	(41.70)	1:42.51	(1:00.81)	2:43.43	(1:00.92)	3:49.18	(65.76)
10	483	Clay	Schwabe	Army	41.68	(41.68)	1:42.49	(1:00.81)	2:43.39	(1:00.90)	3:56.42	(1:13.03)


(Press CTRL+TAB to tab out of grid)

Ok

- 4 Click **Ok** to return to the LynxPad main screen.

➤ *Viewing a field series display:*

- 1 Click to highlight the **Long Jump Women** event from the **Events** window.
- 2 Click  to load the results for this event.

- 3 Click the **Heats/Flights** window title bar to activate it.
- 4 *Either* click **Heats** from the Menu bar and select **Field Series** *or* click . The **Field Series** dialog displays, showing the history of the event.

Field Series - Flight 1



Pl.	ID	First Name	Last Name	Affiliation	1	Wind	2	Wind	3	Wind	4	Wind	5	Wind	6	Wind	Best
1	170	Marion	Jones	Nike	6.78	+1.6	F	+1.7	P	+1.3	P	+1.4	6.51	+1.6	6.58	+3.1	6.78
2	325	Shana	Williams	Adidas	6.47	+2.0	6.25	+1.8	6.42	+1.9	6.49	+2.2	F	+3.8	6.71	+2.4	6.71
3	44	Angela	Brown	Reebok Enclave	F	-2.1	5.93	+2.0	6.39	+2.3	F	+1.4	F	+3.8	6.43	+2.1	6.43
4	61	LaShonda	Christopher	North Carolina	6.17	-1.4	6.23	+2.6	F	+0.7	6.25	+1.1	6.37	+1.6	F	+2.3	6.37
5	278	Pamela	Simpson	USC	6.18	+1.7	6.19	+2.7	6.19	+1.5	6.28	+1.6	F	+1.4	6.06	+2.0	6.28
6	121	Starlie	Graves	Unattached	6.20	+2.9	5.91	+1.5	5.65	+1.0	F	+1.9	F	+2.5	F	+2.6	6.20
7	173	Stephanie	Jones	So Cal. Cheetahs	5.56	+2.0	5.97	+2.0	5.79	+2.2							5.97
8	133	Abby	Harry	Unattached	F	+1.6	5.95	+2.1	F	+1.8							5.95

(Press CTRL+TAB to tab out of grid)

Ok

- 5 Click **Ok** to return to the main LynxPad screen.

➤ **Breaking a tie:**

- 1 In the **Events** window, click to highlight **Round 1** of the **Men 110Meter Hurdles** in the **Events** window.
- 2 Click  to load results for this event.
- 3 *Either* click  *or* click **Heats/Flights** from the Menu bar and select **Break Ties**. The Break Ties dialog appears, displaying two athletes in the round whose times tie them for second place.
- 4 Click in the **Place** column next to one of the athlete's names and make the 2 a 3.
- 5 Click **Ok**. The Heats window now displays the athlete you just manually placed into third place with a red 3 in the Place column, indicating a tie that was broken manually.

Tip: Adjusting *LynxPad's time precision* (see "Adjusting the time precision") may help you avoid having to break ties in the future.

This completes the LynxPad Quick Start Tutorial.

CHAPTER 3

Creating a Competition

In this section, you will learn all about setting up and configuring the competition in LynxPad you are going to administer.

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
Creating a new competition

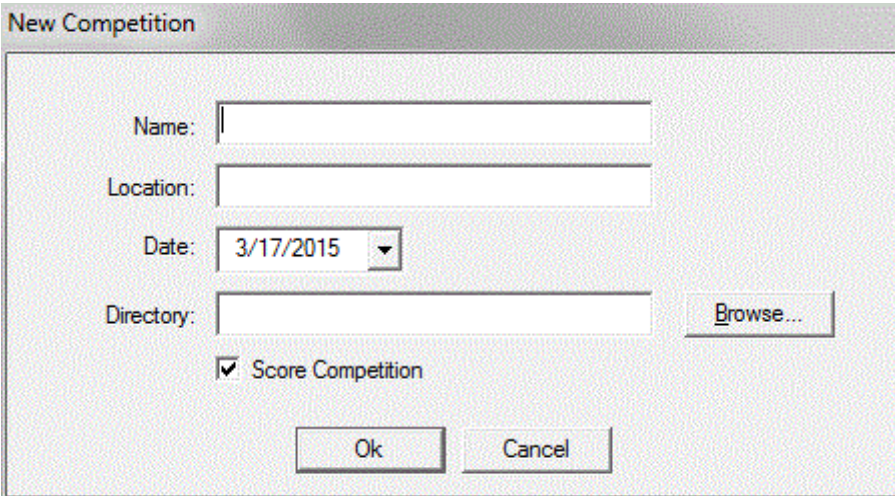
➤ **Before you begin:**

Before creating a new competition in LynxPad, first create a folder somewhere on the computer where you want your competition files stored. This becomes your *competition directory*, and it is the same directory shared by FinishLynx, NetExchange, and ReacTime.

➤ **Instructions:**

Follow these steps to create a new competition.

- 1 Either click  or click **File** from the Menu bar and select **New**. The **New Competition** dialog appears.



The image shows a 'New Competition' dialog box. It has a title bar with the text 'New Competition'. Inside the dialog, there are four input fields: 'Name:', 'Location:', 'Date:', and 'Directory:'. The 'Date:' field has a dropdown menu showing '3/17/2015'. To the right of the 'Directory:' field is a 'Browse...' button. Below these fields is a checkbox labeled 'Score Competition' which is checked. At the bottom of the dialog are 'Ok' and 'Cancel' buttons.

- 2 Type the competition **Name** and **Location** in the fields provided and select **Date** from the drop-down list.
- 3 Click the **Browse...** button and navigate to the competition directory you created earlier.
- 4 Click **Ok**. You are returned to the New Competition dialog.
- 5 By default, LynxPad is set to *score the competition* (see "Modifying how a competition is scored"). If you do not want to score the competition, click to *uncheck* the **Score Competition** box.
- 6 Click **Ok**. Blank **Events**, **Athletes**, and **Heats** windows open on the screen. You have successfully created a new competition in LynxPad.

Important: LynxPad does *not* automatically save the competition when you first create it. Instead, you must manually *save the competition* (see "Saving a competition").

Displaying windows

There are three active windows available in LynxPad:

- **Events**
- **Heats/Relays**, and
- **Athletes**.

➤ ***To make a window active:***

Simply click on the title bar of the window or else click on a line of data anywhere within a window. The title bar darkens, indicating that the window is active.



➤ ***To alter the way the windows are displayed:***

With a lynx.cmp file open, click **Window** from the Menu bar and choose:


- **Cascade** to layer the windows on top of one another. Activate any window within the cascade by clicking its title bar.
- **Tile** to display all three windows at once, equally and horizontally across the screen.
- **Events**, **Athletes**, or **Heats** to activate a particular window.

Resizing windows

You can maximize or minimize the Events, Athletes, or Heats window.

- To maximize (make larger) a window, click  in the upper right corner.
- To minimize (make smaller) a window, click  in the upper right corner.

Saving a competition

To save a competition, *either* click  *or* click **File | Save** from the Menu bar.

Auto-save - after each athlete or event is added or edited, the competition is automatically saved.

Backing up competition data

It is good practice to backup your competition data periodically. We recommend saving a copy of the data to a floppy disk upon the completion of each round during the competition. After the competition, save the data to a CD for archival purposes.

Backup LynxPad data by copying the competition directory where your competition files are stored. The steps for this procedure are outlined here.

- 1 If you have a competition open in LynxPad, close it by clicking **File | Close**.
- 2 Navigate to the directory where the files for your competition are stored. This is the folder you created when you first ***created the competition*** (see "Creating a new competition").
- 3 Copy the entire directory, which contains all or some of the files listed here.
- 4 Paste the directory in a new, safe location, for example, to a floppy disk.

Important! When backing up the data contained within a competition, you must make a copy of **ALL** of the files in that directory. This includes:


- lynx.cmp
- lynx.ppl
- lynx.sch and fldlynx.sch
- lynx.evt
- lynx.lsf (found in the **Seeding** sub-directory)
- lynx.afl
- lynx.rly
- LIF
- LFF
- HIF (found in the **HandEntered** sub-directory), and
- RIF files.

If you delete any of these files at the competition directory level, the data is *lost*.

Opening an existing competition

Tip: You can open the sample competition that came with LynxPad to learn many of the application's functions. You can also follow the steps in the *Quick Start Tutorial* (see "Tutorial introduction") to learn how to perform basic LynxPad functions.

To open an existing competition:

- 1 Either click  or click **File** from the Menu bar and select **Open....** The **Open** dialog appears.
- 2 Navigate to the directory where the **lynx.cmp** file is stored.
Note: The practice lynx.cmp file is located in the directory where you stored the files during installation, for example, **C:\LynxPadData\Sample**.
- 3 Double-click the **lynx.cmp** file. The events, heats, and athletes data available for this competition open on your screen.


Note: When you click **File** from the Menu bar, a list of the four most recently opened lynx.cmp files appears. Clicking on one of the selections in the list opens the file.

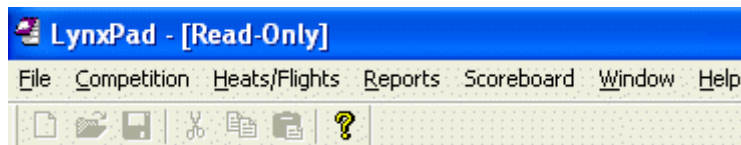
➤ **"No valid results found" message:**

If when opening an existing competition a message appears telling you "**No valid results found in: [Competition Directory]**," click **Ok**. LynxPad is set to look for available results (LIF, LFF, and HIF) files whenever you open a competition. You can *disable this feature* (see "Disabling loading results on program start").

Opening a competition as read-only

You can select this option if you want to view a competition without accidentally altering the data. For example, you might want someone else to view the data without the ability to access most LynxPad functions.

- 1 Either click  or click **File** from the Menu bar and select **Open....** The **Open** dialog appears.
- 2 Navigate to the directory where the **lynx.cmp** file is saved.
- 3 Check the **Open as read-only** box at the bottom of the dialog.
- 4 Double-click the **lynx.cmp** file. The competition opens, but most of the LynxPad functions are inactive. You are able to load results and view the splits and field series, but you are not able to seed competitors. The title bar of the window indicates the competition is read-only.



Modifying how a competition is scored

By default, LynxPad is set to score a competition 8 places deep, with first place earning 10 points and eighth place earning 1 point. Follow these steps to modify how a competition is scored.

Tip: To set up cross country scoring, follow the steps to set up a *cross country competition* (see "Using LynxPad with cross country"). Following these steps automatically enables cross country scoring in LynxPad.

- 1 Make sure you have a lynx.cmp file open.
- 2 Click **File | Options...** from the Menu bar. The Options dialog appears.
- 3 Click the **Scoring** tab.

The screenshot shows the 'Options' dialog box with the 'Scoring' tab selected. The 'Place Point Values' table is as follows:

Place	Individual	Relay
1	10	10
2	8	8
3	6	6
4	5	5
5	4	4
6	3	3
7	2	2
8	1	1
9	0	0
10	0	0

Below the table is a 'Default' button. To the right, the 'Unattached athletes displace scoring' checkbox is checked. The 'Maximum scorers per team per event' section has input fields for 'Individual' and 'Relay'. The 'Cross Country' section has 'Scorers' set to 5 and 'Displacers' set to 2. At the bottom are 'Ok', 'Cancel', and 'Apply' buttons.

- 4 Modify **Place Point Values** by clicking a cell and typing a new value. When finished, click **Ok**. LynxPad assigns points according to the new place point values you entered.

Note: To return to LynxPad's default Place Point Values, click the **Default** button.

Setting up alternative meet scoring

You can choose a maximum number of scoring athletes per team per event, sometimes referred to as *alternative meet scoring*, or *international scoring*. This method is particularly useful in making two-, three-, and four-way meets closer by only allowing, for example, two athletes from any team to score in any event. If that one team is strong in a certain event and takes the top five places, it only scores the top two. The sixth place runner, who is from a different team, gets the third place points.

➤ **Configuring LynxPad to use alternative meet scoring:**

- 1 Make sure you have a lynx.cmp file open.
- 2 Click **File | Options...** from the Menu bar. The **Options** dialog appears.
- 3 Click the **Scoring** tab.
- 4 In the **Maximum scores per team per event:** text boxes, type a value for Individual and Relay events, if applicable.
- 5 Click **Ok**. Alternative meet scoring is enabled.

Disabling competition scoring

By default, LynxPad is set to *score the competition* (see "Modifying how a competition is scored"). If you do not want LynxPad to score the competition, follow these steps:

- 1 Make sure you have a lynx.cmp file open.
- 2 Click **File | Options...** from the Menu bar. The Options dialog appears.
- 3 Click to *uncheck* the **Score Competition** box, and then click **Ok** to return to the LynxPad main screen. Scoring is disabled.

Tip: You can also disable scoring at individual *event levels* (see "Disabling event scoring").

How does LynxPad handle unattached athletes?

By default, LynxPad allows unattached athletes to displace scoring for affiliated athletes, but does not assign a score to unattached athletes.

➤ **To set LynxPad to ignore unattached athletes:**

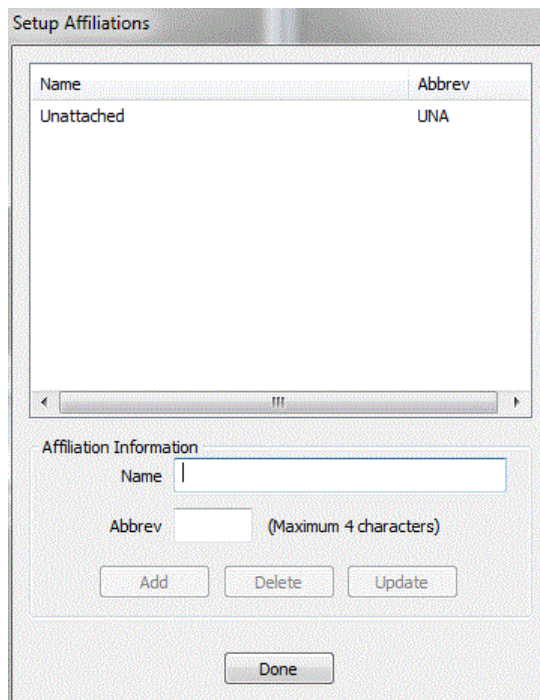
- 1 Make sure you have a lynx.cmp file open.
- 2 Click **File | Options...** from the Menu bar. The Options dialog appears.
- 3 Click the **Scoring** tab.

- 4 Uncheck the **Unattached athletes displace scoring** box. Now, LynxPad ignores unattached athletes all together when scoring the competition.
- 5 Click **Ok** to return to the LynxPad main screen.

Setting up affiliations and abbreviations

You can set up your competition with affiliations and designate abbreviations to select *later when adding athletes* (see "Adding athletes and relays").

- 1 Click **Competition** from the Menu bar and select **Setup Affiliations....** The Setup Affiliations dialog appears. By default, the Unattached selection is available.



- 2 Type a complete affiliation name in the **Name** text box.
- 3 Type the maximum 4-character abbreviation for the affiliation in the **Abbrev** text box. If a scoreboard is in use, the abbreviation you enter here is how the abbreviated name appears on a scoreboard.
- 4 Click the **Add** button. The affiliation is added to the LynxPad database, and goes *into a Lynx data* file (see "What are Lynx data files?") called lynx.afl.
- 5 Repeat steps 2-4 to add more affiliations to the LynxPad database.

- 6 When finished, click **Done** to return to the main LynxPad screen. Later, you can select affiliations *when adding athletes* (see "Adding athletes and relays").

Single byte or unicode?

By default, LynxPad is set to use a single byte code set.

Use single byte with:

- English
- Western European languages, and
- Some Eastern European languages.

Use unicode with:

- Some Eastern European languages
- Middle Eastern languages, and
- Asian languages.

➤ ***To change LynxPad to use unicode:***

- 1 Click **File | Options...** from the Menu bar. The **Options** dialog appears.
- 2 Click the **Database** tab.
- 3 From the **Code Set:** selections, click **Unicode** and then click **Ok**.

Adjusting the time precision

By default, LynxPad is set to display the results time precision to Hundredths.

➤ ***To adjust the time precision:***

- 1 Click **File** from the Menu bar and select **Options...** The Options dialog appears.
- 2 Click the **Results** tab.
- 3 Click to select a new value (either Thousandths or Ten Thousandths) from the **Default Precision:** drop-down list.

➤ **Tips:**

- You can also select which ***time precision*** (see "Adjusting the time precision" on page 88) you want your reports printed in accordance with.
- You may avoid having to ***break ties*** (see "Breaking ties") by adjusting the time precision to Thousandths.

CHAPTER 4

Entering Data

The next phase after setting up your competition in LynxPad is entering the competition data, including athlete names and events. In this section, you will learn how to enter all of the data relevant to your competition in LynxPad.

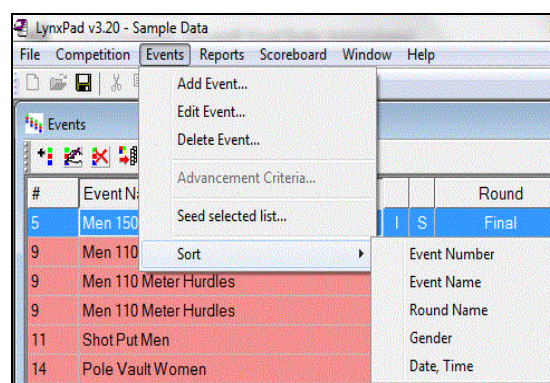
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Data entry basics


Sorting data

You can sort data by clicking on the heading for a column of data *or* by clicking **Events**, **Athletes**, or **Heats** from the Menu bar and selecting **Sort**. A drop-down menu appears from which you can make a selection for sorting the data.



Adding events

- 1 Activate the **Events** window by clicking its title bar.

- 2 Either click the  icon or click **Events | Add Event** from the Menu bar. The **Add/Edit Event** dialog appears.
- 3 LynxPad automatically assigns a new event number, however, you can type a different, unique value if you want.
- 4 Complete the remaining fields by typing or selecting the information from drop-down lists, including:
 - **Event Name**
 - **Gender**
 - **Event Type**
 - **Distance** [you can also *enter a custom distance* (see "Entering a custom distance")]
 - **Number of Rounds** [if more than one, click **Apply** after entering a new number]
 - **Measurement System** [if adding a field event], and
 - **Seeding** criteria.
- 5 If you want, you can disable event scoring from this dialog by clicking to uncheck the **Score This Event** box.
- 6 Then, click the **Add** button. The Add/Edit Event dialog remains displayed, but the Event #: field is incremented by one. LynxPad is ready for you to continue adding events.
- 7 When you are finished adding events, click **Done** to return to the LynxPad main screen. The new events you entered appear in the **Events** window.

Note: Events displayed in the Events window are designated with an **I** for individual or **R** for relay events.

Entering a custom distance

When adding information about an event, you can enter a custom distance, for example, a 2000 meter race.

- 1 Start at the **Add/Edit Event** dialog. You can get there *by adding an event* (see "Adding events").
- 2 From the **Distance:** drop-down list, select **Custom**. The blank field immediately below becomes active.
- 3 Type the custom distance, for example, 2000, in the blank field.

Track and field multi-events

LynxPad provides the ability to specify an event as Decathlon, Heptathlon, Outdoor Pentathlon, Indoor Pentathlon and Weight Pentathlon.

From the Add/Edit event dialog, select the multi-event you wish to create:

The 'Add/Edit Event' dialog box is shown with the following configuration:

- Event Information:**
 - Event #: 44
 - Event Name: Decathlon
 - Gender: Male
 - Event Type: Decathlon (selected from a dropdown menu that also lists Other, Track, High Jump, Pole Vault, Long Jump, Triple Jump, Discus Throw, Hammer Throw, Javelin Throw, Shot Put, Weight Throw, Heptathlon, Outdoor Pentathlon, Indoor Pentathlon, Weight Pentathlon, and Cross Country)
 - Distance: (empty)
- Rounds:**
 - Number of Rounds: 7
 - Table:

#	Round Name
1	Final
- Scoring:**
 - ☒ Score This Event
- Relays:**
 - Number of Members: 4
- Measurement System:**
 - Entries: Metric
 - Results: Metric
- Seeding:**
 - Number of Lanes: 8
 - Lane/Position Assignment: Random
 - Heat/Flight Assignment: Random
 - Heat/Flight Order: Random
 - Advancement: Time

(Press CTRL+TAB to tab out of grid)

Buttons: Add, Cancel, Done

A dialog will appear asking you to confirm changing the number of rounds. Click 'Yes'.

The confirmation dialog box from LynxPad contains the following text:

Changing the number of rounds will cause the round names to be reset. Do you wish to continue?

Buttons: Yes, No

LynxPad will automatically fill in the correct number of rounds, round names and round types for the multi-event selected.

Add/Edit Event

Event Information

Event #: 44

Event Name: Decathlon

Gender: Male

Event Type: Decathlon

☐ Relay

Distance: None

0

Scoring

☒ Score This Event

Relays

Number of Members: 4

Measurement System

Entries: Metric

Results: Metric

Rounds

Number of Rounds: 10

#	Round Name	Date	Time
0	100m Dash	7/9/2003	8:00:00 AM
1	Long Jump	7/9/2003	9:00:00 AM
2	Shot Put	7/9/2003	10:00:00 AM
3	High Jump	7/9/2003	11:00:00 AM
4	400m Dash	7/9/2003	12:00:00 PM
5	110m Hurdles	7/9/2003	1:00:00 PM
6	Discus Throw	7/9/2003	2:00:00 PM

(Press CTRL+TAB to tab out of grid)

Seeding

Number of Lanes: 8

Lane/Position Assignment: Random

Heat/Flight Assignment: Random


Heat/Flight Order: Random

Advancement: Time

Adding a non-track and field event

If you are using LynxPad for a non-track and field competition, follow the steps below when adding events to the competition.


Tip: See also instructions on setting up a competition for *cross country* (see "Using LynxPad with cross country") or *water sports* (see "Using LynxPad with rowing, canoeing, or kayaking").

- 1 Activate the **Events** window by clicking its title bar or somewhere within the window.
- 2 *Either* click the  icon *or* click **Events | Add Event** from the Menu bar. The **Add/Edit Event** dialog appears.
- 3 From the **Event Type:** drop-down list, select **Other**, and then complete the remainder of information fields provided.

Note: You can also *enter a custom distance* (see "Entering a custom distance").


Deleting an event

Warning! There is no "undo" for this step! Once you delete an event, it is removed permanently from your competition.

- 1 Click to highlight the event you want to delete from the **Events** window.
- 2 *Either* click  *or* click **Events** from the Menu bar and select **Delete Event...**
- 3 Click **Yes** at the confirmation message. The event is removed from the competition.

Editing an event

Modify an existing event by following these steps:

- 1 Click to highlight the event you want to edit from the **Events** window.
- 2 *Either* click  *or* click **Events | Edit Event...** from the Menu bar. The **Add/Edit Event** dialog appears and you can modify the existing data.
- 3 When finished making changes to the event, click the **Update** button.

Tip: You can also double-click the event you want to edit to display the Add/Edit Event dialog.

Setting up rounds

To set up multiple rounds for an event:

- 1 Double-click the event for which you want to set up rounds from the **Events** window. The **Add/Edit Event** dialog appears for that event.
- 2 In the **Number of Rounds:** field, type the number of rounds for the event and then click **Apply**.
- 3 Click **Yes** at the confirmation message. Subsequent rounds appear in the data grid below.
- 4 If you are editing an existing event, make sure you click the **Update** button after making changes to the rounds.

Note: The **Date**, and **Time** columns are fully editable. Click in a cell to change the information. Also, you can change the default *LynxPad round naming* (see "Changing round names").

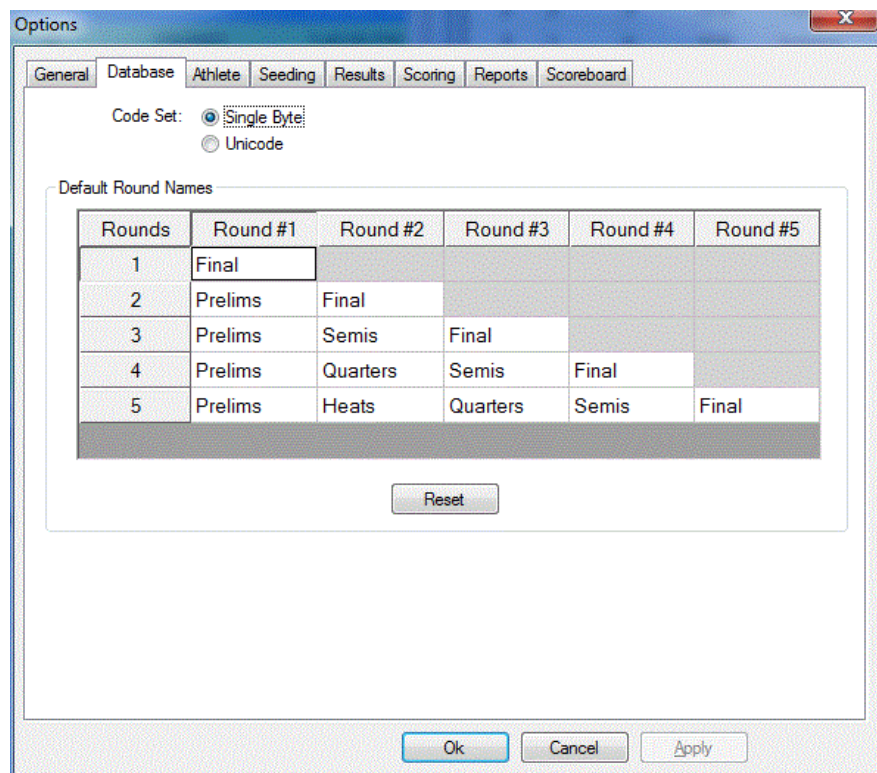
Changing round names

Rounds by default are named:

- Round 1 = Prelims
- Round 2 = Heats
- Round 3 = Quarters
- Round 4 = Semis, and
- Round 5 = Final

➤ To modify default round names:

- 1 Click **File | Options...** and then select the **Database** tab. The **Default Round Names** table appears.



- 2 Click in a cell you want to modify.
- 3 Type a new round name.
- 4 Repeat these steps for all of the cells you want to modify.
- 5 When finished, click **Ok**. The round names you specified are now used by LynxPad when setting up an event.

➤ **To restore default round names:**

Click the **Reset** button. The Default Round Names table is populated with LynxPad's default round names.

Changing an event start time

- 1 Double-click the event from the **Events** window for which you want to change the start time. The **Add/Edit Event** dialog appears.
- 2 Click in a cell in the **Time** column of the **Rounds** box and type a new time, or select time digits from the drop-down list. Repeat this step for all of the rounds in the event, if necessary.
- 3 When finished, click **Update**. The new times appear next to the round/s in the Events window.

Changing the measurement system

By default, LynxPad is set to use the Metric system when scoring a field event. To change LynxPad to use the English system:

- 1 Double-click an event from the **Events** window. The **Add/Edit Event** dialog appears.
- 2 Make sure you have selected a field event from the **Event Type:** drop-down list, so the Measurement System drop-down lists become active.
- 3 In the **Measurement System** box, select **English** from the **Entries:** and **Results:** drop-down lists.
- 4 If you are editing an existing event, make sure you click the **Update** button. The event is scored using the new measurement system you just selected.

Setting up a mixed-gender event

LynxPad allows you to set up a mixed-gender event by selecting **Mixed** from the **Gender:** drop-down list in the *Add/Edit Event dialog* (see "Adding events"). Events designated as mixed appear with a **B**, for both, in the Events window Gender column.

Disabling event scoring

You can disable event scoring for individual events.

- 1 Start at the Add/Edit Event dialog.
- 2 Click to *uncheck* the **Score This Event** box. Scoring for this event is disabled.



Tip: You can also disable scoring for the *entire competition* (see "Disabling competition scoring").

Setting Wind Parameters

You can define the wind parameters for the current event, such that FinishLynx will automatically import the settings when it loads the start list.

- 1 Start at the Add/Edit Event dialog.
- 2 Click to *select* the **Mode** from the drop-down menu in the **Wind** box.




Tip: You can also select Custom or Manual mode and set the Start and Duration parameters manually.

Setting LapTime Parameters

You can define the LapTime parameters for the current event, such that FinishLynx will automatically import the settings when it loads the start list.


- 3 Start at the Add/Edit Event dialog.
- 4 Enter a value in the **Total Laps** field in the **LapTime** box.



Tip: You can also set the Laps Per Split, Too Fast/Slow Time.

Adding athletes and relays

Adding individual athletes

- 1 Activate the **Athletes/Relays** window by clicking its title bar or anywhere within the window.
- 2 *Either* click  *or* click **Athletes/Relays** from the Menu bar and select **Add Athlete....** The Add/Edit Athlete dialog appears.
- 3 Now you can enter information about the athlete, including:
 - **ID** [automatically incremented by one; it is possible to add athletes with no ID's, or to enter a new ID value]
 - **First** and **Last Name**
 - **Affiliation** [you can also enter *new affiliations and abbreviations* (see "Setting up affiliations and abbreviations")]
 - **License**, and
 - **Gender**.

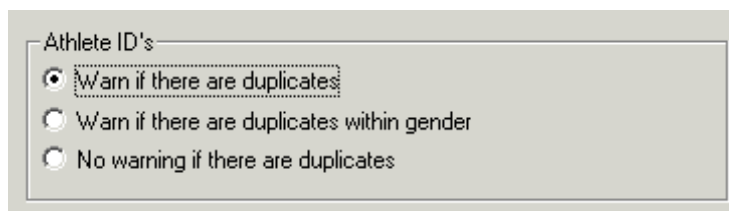
Note: If at this time if you have events set up, you can assign the athlete to events by selecting them from the drop-down lists in the **Event #** rows. You can also enter a value in the **Seed Mark** column.

Can I use duplicate athlete ID's?

LynxPad allows you to assign duplicate ID's to athletes, but by default it is set to warn you first.

➤ **To change the duplicate ID warning:**

- 1 Click **File | Options...** from the Menu bar. The **Options** dialog appears.
- 2 Click the **Athlete** tab.

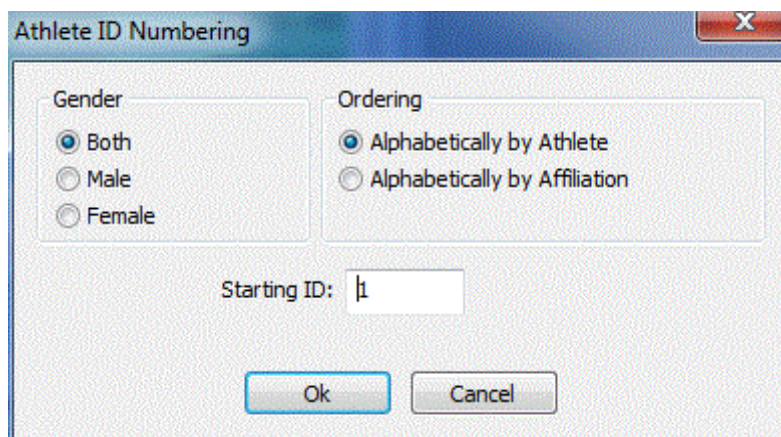


- 3 Make a selection as described on the screen, and then click **Ok**. The duplicate ID warning changes to reflect the selection you just made.

Select ID numbering

You can use LynxPad's automatic numbering function to assign ID's to the athletes in your competition.


- 1 With a lynx.cmp file open, click to activate the **Athletes** window.
- 2 Click **Athletes** from the Menu bar and then click **Select ID Numbering....** The Athlete ID Numbering dialog appears.

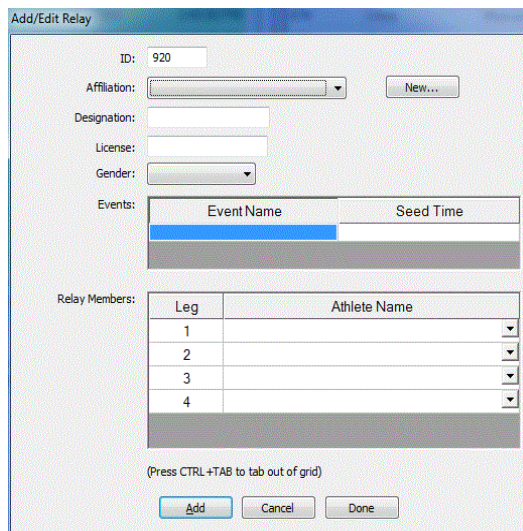


- 3 You can choose to number ID's by **Gender**, and then **Alphabetically by Athlete**, or **Alphabetically by Affiliation**. You can also enter the ID number where you want the automatic numbering to start. By default, automatic numbering starts at 1.
- 4 When finished making your selections, click **Ok**.
- 5 Click **Yes** when asked if you are sure you want to renumber the athlete ID's. The athlete ID's are renumbered according to your selections.
- 6 Click **Ok** to exit the confirmation dialog.

Adding a relay team

To add a relay team to a competition in LynxPad:

- 1 *Either* click  from the **Athletes/Relays** window Menu bar *or* click **Athletes/Relays** from the main Menu bar and select **Add Relay...** from the drop-down menu. The **Add/Edit Relay** dialog appears.



The **Add/Edit Relay** dialog box contains the following fields and controls:

- ID:** A text field with the value 920.
- Affiliation:** A drop-down menu with a **New...** button to its right.
- Designation:** A text field.
- License:** A text field.
- Gender:** A drop-down menu.
- Events:** A table with two columns: **Event Name** and **Seed Time**. The first row is highlighted in blue.
- Relay Members:** A table with two columns: **Leg** and **Athlete Name**. The first four rows are numbered 1 through 4, and each has a drop-down menu for the athlete name.
- At the bottom, there is a note: (Press CTRL+TAB to tab out of grid).
- At the very bottom are three buttons: **Add**, **Cancel**, and **Done**.

- 2 (Optional) An ID number is automatically assigned. Type a new number if you want to change it.
- 3 Select an **Affiliation** from the drop-down list.
- 4 (Optional) Type a **Designation** (for teams A, B, C, etc.) and **License** in the respective text fields.
- 5 Click to select a **Gender** from the drop-down list.
- 6 Click to select an event from the **Event Name** drop-down list.
- 7 (Optional) Type a seed value in the **Seed Time** column.
- 8 When you are finished adding the relay team to events, either click the **Add** button to add another relay team, or click **Done** to return to the main LynxPad screen.

Note: Currently, LynxPad does not support adding individual names to a relay team.

Relay team members

LynxPad's allows the entry of individual relay members to a relay team. Simply select the drop-down Relay Members section of the Add/Edit Relay dialog and select the athlete to add for each leg of the relay.

The number of relay members for each event is specified on the Add/Edit Event dialog.


Individual relay members can be imported and exported to/from LynxPad via the "Delimited Entries" menu item in the File->Import and File->Export menus.

Note: For the athlete to be added to the relay they must be assigned to the proper Affiliation. The athlete does not need to be assigned to a relay to appear in the Relay Members List.

Deleting an athlete or relay

Warning! There is no "undo" for this step! Once you delete an athlete or relay, the athlete or relay is permanently removed from your competition.

Note: If the athlete or relay is already seeded in an event, you must first *unseed* the athlete and then *unassign* the athlete or relay from the event.

- 1 Click to highlight the athlete or relay you want to delete.
- 2 *Either* click **Athletes/Relays** from the Menu bar and select **Delete Athlete/Relay** or click .
- 3 Click **Yes** at the confirmation message. The athlete or relay is removed from the competition.

Sorting athletes or relays

You can sort athletes or relays alphabetically or sequentially by First Name, Last Name, etc., by clicking on the first cell in a column. Clicking once arranges the athletes or relays either in ascending or descending order; clicking a second time reverses the order.

You can also click **Athletes/Relays | Sort** from the Menu bar and select a criteria by which to sort.

CHAPTER 5

Assigning and Seeding Athletes

After you have entered events and athletes to your competition, you can then assign and seed athletes into events. In this section, you will learn how to enter seed marks for athletes, and how to assign them and seed them into specific events.

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Assigning athletes to events

There are two ways to assign an athlete to an event.

➤ From the Add/Edit Athlete dialog:


- 1 Double-click an athlete from the **Athletes/Relays** window. The Add/Edit Athlete dialog appears.
- 2 From the **Event #1 | Event Name** drop-down list, select the event to which you want to assign the athlete. You can repeat this step for Event # 2 - 4.
Note: You can also add an athlete to *more than four events* (see "How do I enter an athlete in more than four events?").

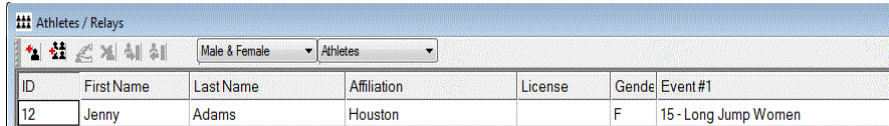
	Event Name	Seed Mark
Event #1	14 - Pole Vault Women ▼	
Event #2	15 - Long Jump Women ▼	
Event #3	31 - Women 4x100 Meter Relay ▼	
Event #4	▼	








- 3 Click **Update**. The athlete is assigned to the event(s) you just selected.

➤ From the Events window:

- 1 Click to select an event from the **Events** window.


- 2 Click to select an athlete from the **Athletes/Relays** window.
- 3 *Either click  or click **Athletes/Relays** from the Menu bar and select **Assign to Selected Event**. The event appears in the first available **Event #** column next to the athlete's name in the Athletes/Relays window.*



Athletes / Relays						
       Male & Female Athletes						
ID	First Name	Last Name	Affiliation	License	Gender	Event #1
12	Jenny	Adams	Houston		F	15 - Long Jump Women

Adding multiple athletes to an event

You can select multiple athletes at once and add them all to a single event.

- 1 Click to select an event you want to add multiple athletes to.
- 2 Hold down the **CTRL** key while left-clicking the mouse to select all of the competitors you want to assign to an event.
Tip: To select a number of consecutive athletes, click to select the first name in the list. Then, hold down the **SHIFT** key while clicking the last name. All athletes are selected.
- 3 When all athletes you want added are selected, *either click  or click **Athletes/Relays | Assign to Selected Event** from the Menu bar. When you seed the heat, you will see all of the athletes you just added.*

Tip: To select all athletes in the Athletes window, click on any athlete name and then click **CTRL - A**.

Entering seed times or seed marks

After you have *assigned athletes to an event* (see "Assigning athletes to events"), you can enter seed times or seed marks before seeding them into heats or flights.

There are two ways to enter seed times or seed marks; from the Heats window, or from the Add/Edit Athlete dialog.

➤ **Entering seed times or seed marks from the Heats window:**

- 1 Click to highlight the event in the **Events** window for which you want to enter seed marks.

- 2 Click on the **Heats** window title bar to make it active.
- 3 From the drop-down list under the Heats title bar, select **Seed Marks**.



- 4 Click in the cell under the **Time** or **Mark** column, and then type a seed time or seed mark for each athlete. Seed times and marks are stored as you enter them.

Note: If you are entering field event marks using the *English measurement system* (see "Changing the measurement system"), you can use either an apostrophe ['] or a dash [-] for the feet marker. For example, you can type *either*:

- 53'8 or
- 53-8.

- 5 After entering the seed mark, press **Enter** to sort the seeded athlete list by performance.

Note: If you want to enter all seed marks before sorting the list, single-click in the **Time** or **Mark** column, and then type the seed time or mark for the next athlete. Use the arrow keys to navigate up or down the list of seed marks. Once you are done entering all seed times or marks, press **Enter** to sort the list by performance.

Tip: Athletes are seeded according to the criteria you select when you *change the lane or position assignment* (see "Changing lane or position assignment criteria").

➤ **Entering seed times or seed marks from the Add/Edit Athlete dialog:**

- 1 Double-click on an athlete's name for whom you want to enter a seed time or mark.
- 2 Select an event from the drop-down list in the **Event Name** column.
- 3 Click in a cell in the **Seed Mark** column next to the event you just selected and type the athlete's mark or time.
- 4 When finished, click **Update**. The athlete's seed mark or seed time is saved, and used to seed the athlete into the event.

Season Best and Lifetime Best Performances)

LynxPad offers the ability to hand-enter, import, export, save and print Season Best and Lifetime Best performances for each athlete.

To hand-enter Season and Lifetime best performances; simply type them in when an athlete is assigned to an event in the Add Athlete dialog

The ability to import and export these fields is described in the section “**Error! Reference source not found.**”

How do I enter an athlete in more than four events?

When an athlete competes in more than four events, you must create another athlete using the Add/Edit Athlete dialog. Then, enter the same information as the original athlete (including the ID). Finally, select more events for the duplicate athlete you just created.


Unassigning athletes from an event

There are two ways to unassign an athlete from an event.

➤ **From the Add/Edit Athlete window:**

- 1 Double-click the athlete you want to unassign from an event. The Add/Edit Athlete dialog appears.
- 2 From the **Event #1 | Event Name** drop-down list, select **<No Event>**. The athlete is unassigned from the event.

➤ **From the Events window:**

- 1 Click to select an event from the **Events** window.
- 2 Click to select an athlete from the **Athletes** window.
- 3 Either click  or click **Athletes/Relays** from the Menu bar and select **Unassign from Selected Event**. The event disappears from the **Event #** column next to the athlete's name in the Athletes/Relays window.

Note: You *cannot* unassign athletes from events in which they are already seeded. You must first *unseed the athletes*.

Seeding athletes

Modifying seeding criteria

LynxPad seeds athletes for each event according to default seeding criteria, which you can modify to suit the needs of your competition.

Changing the number of lanes or positions

By default, the number of lanes or positions is set to 8.

➤ **To change the number of lanes or positions:**

- 1 Double-click the event from the **Events** window for which you want to change the number of lanes. The **Add/Edit Event** dialog appears.
- 2 Click in the **Number of Lanes:** or **Number of Positions:** text field and type the new number.
- 3 If you are editing an existing event, click **Update**. The number of lanes for the event is changed.

Note: If there are seeded athletes in this event, the number of lanes will not be changed until you unseed the athletes, update the event, and then reseed the event.

Changing lane or position assignment criteria

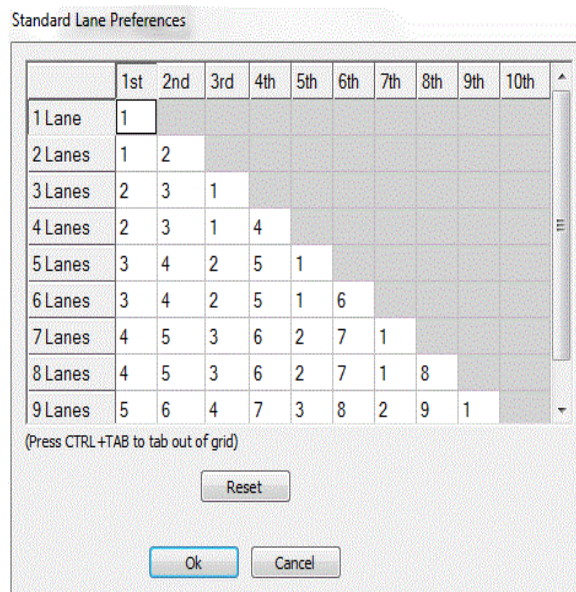
- 1 Double-click the event from the **Events** window for which you want to change the lane or position assignment criteria. The **Add/Edit Event** dialog appears.
- 2 From the **Lane/Position Assignment:** drop-down list, select the appropriate assignment criteria.
- 3 If you are editing an existing event, click **Update**. When seeded, athletes are assigned to lanes or positions according to the criteria you selected.

Tip: It is possible to *change the lane preferences* (see "Changing lane preferences") for the Standard and Waterfall Positions criteria.

Changing lane preferences

You can change the lane preferences in the Standard and Waterfall Positions criteria.

- 1 With a lynx.cmp file open, click **File | Options....** The Options dialog appears.
- 2 Click the **Seeding** tab.
- 3 Depending on which preference you want to change, click either the **Standard Lanes...** or **Waterfall Positions...** button. A **Lane Preferences** dialog appears.



- 4 To change a lane preference, click in a cell and type a new number. When finished, click **Ok**. The lane preferences reflect the changes you just made

Note: Click the **Reset** button to return lane preferences to their default settings.

Changing the heat or flight assignment criteria

You can modify the way athletes are assigned to heats or flights.

- 1 Double-click the event from the **Events** window for which you want to change the heat or flight assignment criteria. The **Add/Edit Event** dialog appears.
- 2 Select a new assignment criteria from the **Heat/Flight Assignment:** drop-down list.

- 3 If you are editing an existing event, click **Update**. The athletes will be assigned to heats and flights according to the new criteria you selected.

Changing the heat or flight order

You can change the order in which heats or flights are contested.

- 1 Double-click the event from the **Events** window for which you want to change the heat or flight order. The **Add/Edit Event** dialog appears.
- 2 Select the new heat or flight order designation from the **Heat/Flight Order:** drop-down list.
- 3 If you are editing an existing event, click **Update**. Heats or flights are ordered according the order you just selected.

Selecting how athletes advance

LynxPad allows you to select whether athletes in timed events advance to subsequent rounds based either on Time or on Time & Place.

- 1 Double-click the event from the **Events** window for which you want to change the advancement. The **Add/Edit Event** dialog appears.
- 2 Select the new advancement criteria from the **Advancement:** drop-down list.
- 3 If you are editing an existing event, click **Update**. Athletes advance to subsequent rounds in the competition based on the advancement criteria you just selected.


Note: If you select the **Place & Time** advancement criteria, you will be able to select an advancement formula suggested by LynxPad later when you *seed the event* (see "Seeding athletes according to seeding criteria").

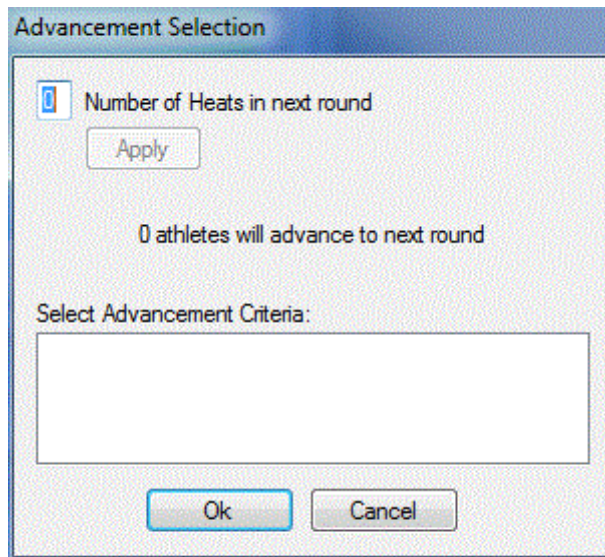
Seeding athletes according to seeding criteria

After you have assigned athletes to the event and *modified the seeding criteria* (see "Modifying seeding criteria"), seed athletes by following these steps.

Note: You can also *seed athletes manually* (see "Seeding athletes manually") and you can seed *multiple events at once* (see "Seeding multiple events at once").

- 1 Click to select the event and round you want to seed from the **Events** window.


- 2 Click the **Heats** window title bar to activate it.
- 3 *Either* click  from the Heats window *or* click **Heats/Flights | Seed** from the Menu bar. The **Seed - [Event Name]** dialog appears.
- 4 Click **Seed**. If the event has multiple rounds, the **Advancement Selection** dialog appears.





- 5 In the **Number of Heats next round** field, type the number of heats or flights you want athletes advanced into for the next round.
- 6 Click **Apply**. LynxPad automatically calculates the number of athletes to advance.
- 7 If you selected **Place & Time** when specifying the advancement criteria, LynxPad suggests several advancement formulas for you to select. Click to select one from the list.
- 8 Click **Ok** to exit the dialog. The athletes are seeded into the heats according to the criteria you specified earlier.
- 9 Click **Ok** again. Click **Yes** when asked if you want to update the start lists.

Seeding athletes manually


After you have assigned athletes to the event, you can seed them manually by following these steps:

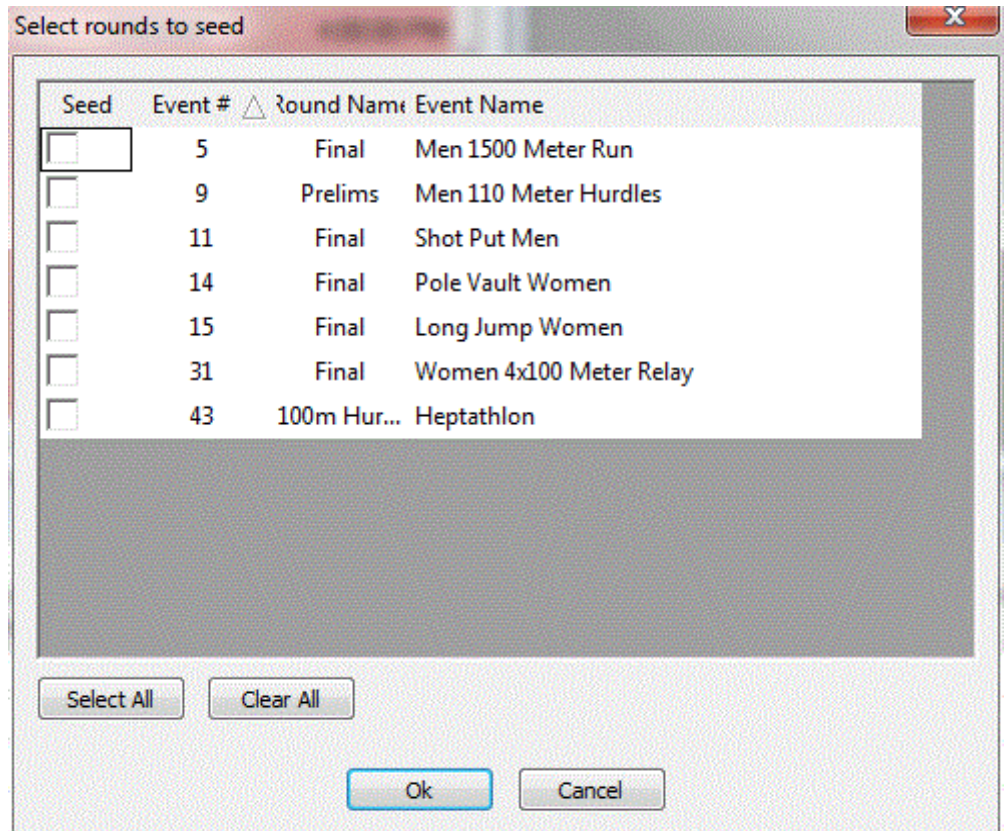
- 1 Click to select the event and round you want to seed from the **Events** window.
- 2 *Either* click  from the **Heats** window *or* click **Heats/Flights | Seed** from the Menu bar. The **Seed - [Event Name]** dialog appears.

- 3 Next to the **Heat [#]** in the **Seeded:** box, click the **+** to display the lanes.
- 4 Click to select a lane you want to seed an athlete into.
- 5 Click to select an athlete from the **Unseeded:** list of athletes.
- 6 Click . The athlete moves into the lane you selected. Repeat these steps to manually seed all of the athletes. Clicking  moves the athlete out of the heat into the **Unseeded:** box.
- 7 When finished, click **OK**. If the event has more than one round, the **Advancement Selection** dialog appears.
- 8 In the **Number of Heats next round** field, type the number of heats or flights you want athletes advanced into for the next round.
- 9 Click **Apply**. LynxPad automatically calculates the number of athletes to advance.
- 10 Click **Ok** to exit the dialog. The athletes are seeded into the heats according to the criteria you specified earlier.
- 11 When finished, click **Ok** to exit the dialog.

Seeding multiple events at once

You can seed more than one event at once by following these steps:


- 1 Click somewhere in the **Events** window to activate it.
- 2 Either click  or click **Events** from the Menu bar and select **Seed selected list...** The Select rounds to seed dialog appears.



- 3 Click to check the box next to each event you want to seed.
 - To select all of the events listed in the dialog, click the **Select All** box.
 - Clear any checkboxes by clicking the **Clear All** box.
- 4 After you have selected the events you want to seed, click **Ok**. The **Seed - [Event Name]** dialog appears for the first event.
- 5 After making any modifications to the Seed dialog for this event, click **Ok**. A new **Seed - [Event Name]** dialog appears for the next event you selected to seed.
- 6 Make any modifications, and then click **Ok** again, and repeat this step. When finished, click **Yes** when asked to update the start lists.


Unseeding athletes

To unseed athletes who are seeded into an event:

- 1 Click to select the event you want to unseed from the **Events** window.
- 2 Click the **Heats** title bar to activate it.
- 3 *Either* click  *or* click **Heats/Flights | Seed** from the Menu bar. The **Seed - [Event Name]** dialog appears.
- 4 Click the **Unseed All** button and then click **Ok** to exit the dialog. The athletes are unseeded from the event.

Changing the number of heats or flights

Depending on the number of athletes you have assigned and the number of lanes or positions you have specified for the round, LynxPad automatically calculates the number of heats or flights. Follow these steps to modify the number of heats or flights in the round.

- 1 Click to select the event and round you want to modify from the **Events** window.
- 2 *Either* click  from the Heats window *or* click **Heats/Flights | Seed** from the Menu bar. The **Seed - [Event Name]** dialog appears.
- 3 In the **Number of heats** field toward the bottom of the dialog, type a new number of heats or flights and then click **Apply**. The heats or flights are changed to reflect the number you just entered.

Adding a heat

You can add a heat from the Seed dialog after seeding athletes into heats. With the Seed dialog open, click the **Add Heat** button. A new heat is added to the list of heats in the Seeded: box.

Selecting the advancement criteria

LynxPad allows you to select the criteria upon which athletes advance to subsequent rounds after athletes have been seeded into an event.

- 1 Click to select the event you want to modify from the **Events** window.
- 2 Click **Events** from the Menu bar and select **Advancement Criteria....** The Advancement Selection dialog appears.
- 3 Click to select the advancement criteria you want applied to the event.

- 4 Click **Ok**. Athletes advance to the next round according to the criteria you just selected.

Randomizing lane assignment

By default, LynxPad is set for no randomization of lanes. To randomize the lanes to which athletes are assigned:

- 1 Click to highlight the event you wish to modify from the Events window.

- 2 Click . The Seed dialog appears.

- 3 In the lower left corner of the dialog, there is a Randomization of Lanes box. *Either* select **Randomize All Lanes** *or* **Randomize Half and Half** to modify the lane randomization.

➤ **Using the Randomize Half and Half selection:**

If the athletes in an event are seeded according to a serpentine seeding criteria with standard lanes, you can select the Randomize Half and Half option. Randomize Half and Half means that the first half of the preferred lanes are seeded as a group. Next, the second group of lanes, those which are least preferred, are seeded as a group.

For example, say the lane preferences for the 100 meter dash are in the best to worst order of: 4,5,3,6,2,7,1, and 8. If you choose Randomize Half and Half, LynxPad randomizes the best seed times into lanes 4, 5, 3 and 6. Then, LynxPad randomizes the remaining seed times into lanes 2,7,1 and 8.

CHAPTER 6

Administering Results

After you have set up your competition, added events and athletes to it, and assigned and seeded athletes into events, you are ready to import results so you can print results and score the competition. In this section, you will learn how to import results or enter them manually, break ties, and how to perform all steps related to scoring the competition.

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Using LynxPad with FinishLynx

FinishLynx® is a digital race management system. This section explains how to configure LynxPad to send start lists to FinishLynx and to import results from FinishLynx.

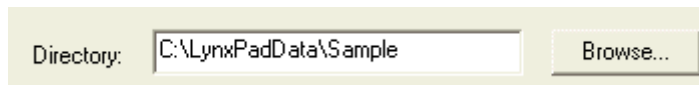
Note: For instructions on configuring and operating FinishLynx, please consult the documentation that comes with your FinishLynx system, or refer to the *Lynx website* (<http://www.finishlynx.com/>) for help.

How does LynxPad make a start list available to FinishLynx?

Configuring LynxPad to save the lynx.cmp file into the the competition directory shared by FinishLynx makes the start list available to FinishLynx after you save the lynx.cmp file.

➤ **To configure the LynxPad directory:**

- 1 If you have not done so already, create a competition directory someplace on the LynxPad computer or on the competition LAN where you can store the LynxPad and FinishLynx files.
- 2 Make sure you have a **lynx.cmp** file open in LynxPad. Do this by creating a **new competition** (see "Creating a new competition") or opening an **existing competition** (see "Opening an existing competition").
- 3 Click **File | Options...** from the Menu bar. An Options dialog appears.
- 4 Click the **Browse...** button and navigate to the directory you created.




- 5 When finished, click **Ok**. When you load an event in FinishLynx, it looks for and displays the start list created with LynxPad.

Importing results from FinishLynx

You can import results, or LIF files, saved by FinishLynx to the directory shared with LynxPad. You can import results for a single round or you can import all available results for the entire competition.

➤ **To import results for a single round:**

- 1 Click to highlight the event from the **Events** window.
- 2 Click the **Heats** window title bar to activate it.
- 3 *Either* click  *or* click **Heats/Flights** from the Menu bar and select **Load Results**. The results for the event you selected appear in the **Heats** window.

➤ **To import all available results:**

Click **Competition** from the Menu bar and select **Refresh All Results**. All available LIF files are imported and the results are displayed in the **Heats** window.


Note: **Competition | Refresh All Results** also imports the FieldLynx LFF and ReacTime RIF files, if available.

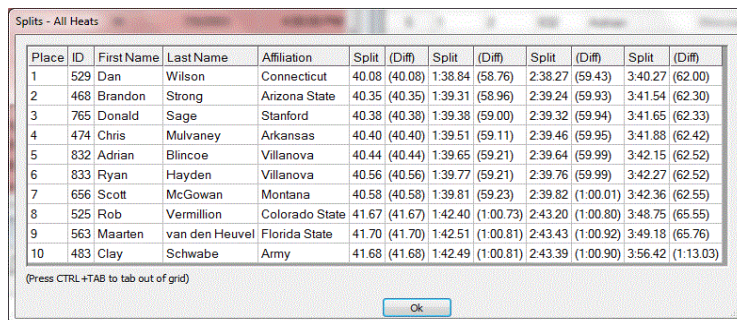
Tip: LynxPad is configured to load existing results when the program starts. You can *disable this feature* (see "Disabling loading results on program start") if you want.

Displaying splits

If there are splits in the FinishLynx LIF file from a LapTime Plug-in, then LynxPad imports the splits automatically when you import the results.

➤ **To display splits after results have been imported:**

- 1 Activate the **Heats** window for the event by clicking its title bar.
- 2 *Either* click **Heats/Flights** and select **Splits** from the Menu bar *or* click  . The splits for the heat you selected appear in a **Splits** dialog.



Place	ID	First Name	Last Name	Affiliation	Split	(Diff)	Split	(Diff)	Split	(Diff)	Split	(Diff)
1	529	Dan	Wilson	Connecticut	40.08	(40.08)	1:38.84	(58.76)	2:38.27	(59.43)	3:40.27	(62.00)
2	468	Brandon	Strong	Arizona State	40.35	(40.35)	1:39.31	(58.96)	2:39.24	(59.93)	3:41.54	(62.30)
3	765	Donald	Sage	Stanford	40.38	(40.38)	1:39.38	(59.00)	2:39.32	(59.94)	3:41.65	(62.33)
4	474	Chris	Mulvaney	Arkansas	40.40	(40.40)	1:39.51	(59.11)	2:39.46	(59.95)	3:41.88	(62.42)
5	832	Adrian	Blincoe	Villanova	40.44	(40.44)	1:39.65	(59.21)	2:39.64	(59.99)	3:42.15	(62.52)
6	833	Ryan	Hayden	Villanova	40.56	(40.56)	1:39.77	(59.21)	2:39.76	(59.99)	3:42.27	(62.52)
7	656	Scott	McGowan	Montana	40.58	(40.58)	1:39.81	(59.23)	2:39.82	(1:00.01)	3:42.36	(62.55)
8	525	Rob	Vermillion	Colorado State	41.67	(41.67)	1:42.40	(1:00.73)	2:43.20	(1:00.80)	3:48.75	(65.55)
9	563	Maarten	van den Heuvel	Florida State	41.70	(41.70)	1:42.51	(1:00.81)	2:43.43	(1:00.92)	3:49.18	(65.76)
10	483	Clay	Schwabe	Army	41.68	(41.68)	1:42.49	(1:00.81)	2:43.39	(1:00.90)	3:56.42	(1:13.03)

(Press CTRL+TAB to tab out of grid)

Ok

"Match athletes by Lane when ID's are missing"

By default, LynxPad is set to match the start list with the result if your athlete data is missing ID's. This is helpful with relays and sports such as rowing which may not use ID's.

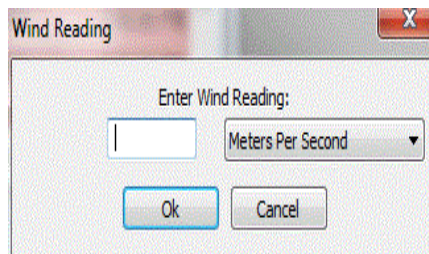
➤ **To disable this feature:**

- 1 Click **File** from the Menu bar and select **Options....** The **Options** dialog appears.
- 2 Click the **Results** tab.
- 3 Click to *uncheck* the **Match athletes by Lane when ID's are missing** box.

- 4 Click **Ok**. The feature is disabled.

Entering a wind reading for a track event

- 1 Click to select an event from the **Events** window.
- 2 Click the **Heats** window to activate it.
- 3 If necessary, select the heat for which you want to enter a reading from the drop-down list.
- 4 Click **Heats/Flights** from the Menu bar and select **Wind Reading...** The Wind Reading dialog appears.

A dialog box titled "Wind Reading" with a close button (X) in the top right corner. Inside the dialog, there is a label "Enter Wind Reading:" above a text input field and a dropdown menu currently set to "Meters Per Second". At the bottom of the dialog are two buttons: "Ok" and "Cancel".

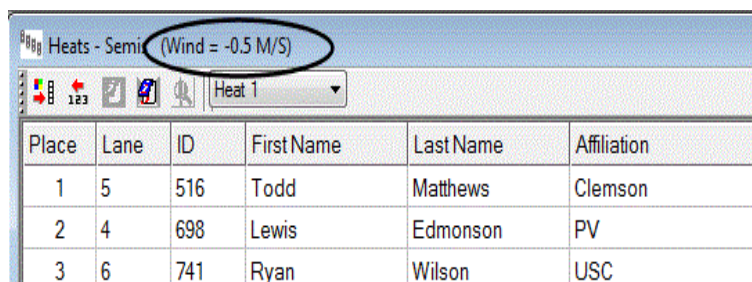
Wind Reading

Enter Wind Reading:

Meters Per Second

Ok Cancel

- 5 Type the wind reading in the field provided, and then click **Ok**.
Note: The wind reading is displayed in meters per second.
- 6 The wind reading you just typed appears in the title bar of the Heats window.

The title bar of the "Heats - Semi" window. The text "(Wind = -0.5 M/S)" is circled in the title bar. Below the title bar is a toolbar with icons for various functions and a dropdown menu currently set to "Heat 1". Below the toolbar is a table with 6 columns: Place, Lane, ID, First Name, Last Name, and Affiliation. The table contains 3 rows of data.

Heats - Semi (Wind = -0.5 M/S)

Heat 1

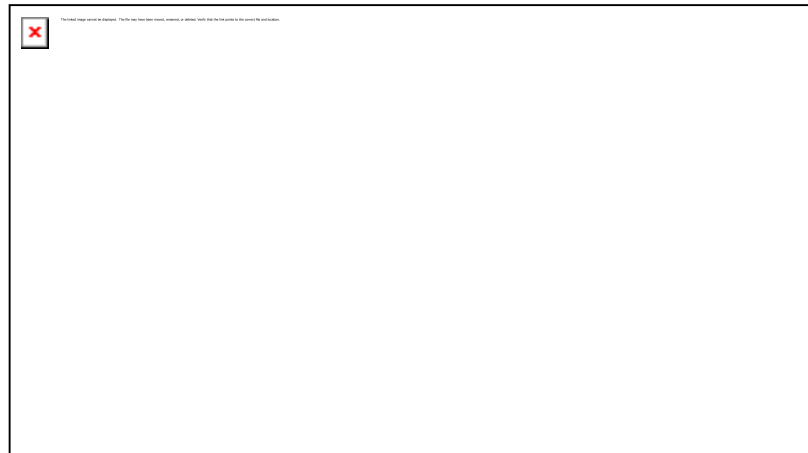
Place	Lane	ID	First Name	Last Name	Affiliation
1	5	516	Todd	Matthews	Clemson
2	4	698	Lewis	Edmonson	PV
3	6	741	Ryan	Wilson	USC

Using the User3 Custom Field

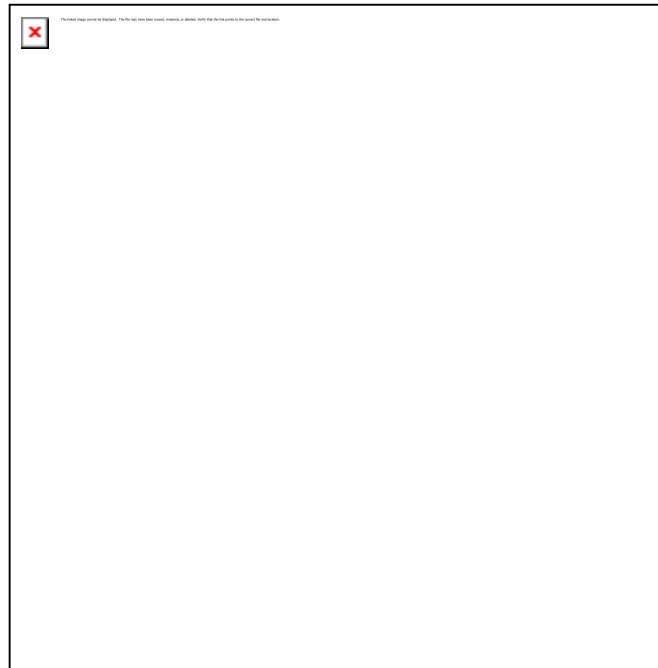
LynxPad allows the integration of the FinishLynx User3 field with LynxPad. The user can use this field to allow filtering of data in FinishLynx.

One example would be for rudimentary age group filtering.

For example, to add age groups in the User3 field, in the Add/Edit Athlete Dialog, Click “New” by the “FinishLynx User3 Field” dropdown:



1. Create the fields listed below:



2. Click OK when done.
3. Using the LynxPad Sample competition, set the User3 field for two athletes in the “Men 1500 Meter Run” to “29 and Under” and two different athletes in the same vent to “30-39”.
4. Save the Competition.
5. Start FinishLynx and ensure the Database Input and Output directories are set to the LynxPad Sample Data (File->Options->Database tab).
6. Load the “Men 1500 Meter Run” from the schedule.
7. Ensure the User3 field is visible in the results pane. If not, it can be set to display by enabling the User3 field in Results->Options. Click OK once the field is enabled.
8. Click the menu item Results->Apply Default fields and the User3 field should display. The changes made to the User3 field of the four athletes in LynxPad should show in the Results pane of FinishLynx.
9. Create a Result Filter in FinishLynx to only show the User3 fields you have set up:
 - a. In the menu item Results->Filters, create two New Filters and set the Upper Bound and Lower Bound of the first one to “29 and Under”, and the Upper and Lower Bound of the second one to “30-39”. Be sure to name each filter uniquely. Click OK.
10. Verify the Results Filters:
 - a. Right-clicking on the User3 field of the Results pane will show the two filters created in the previous step, followed by the default filter (“untitled”), and they should all be checked (enabled).
 - b. Checking or un-checking each of the filters will determine if the information controlled by that filter will be displayed in the results.

Breaking ties

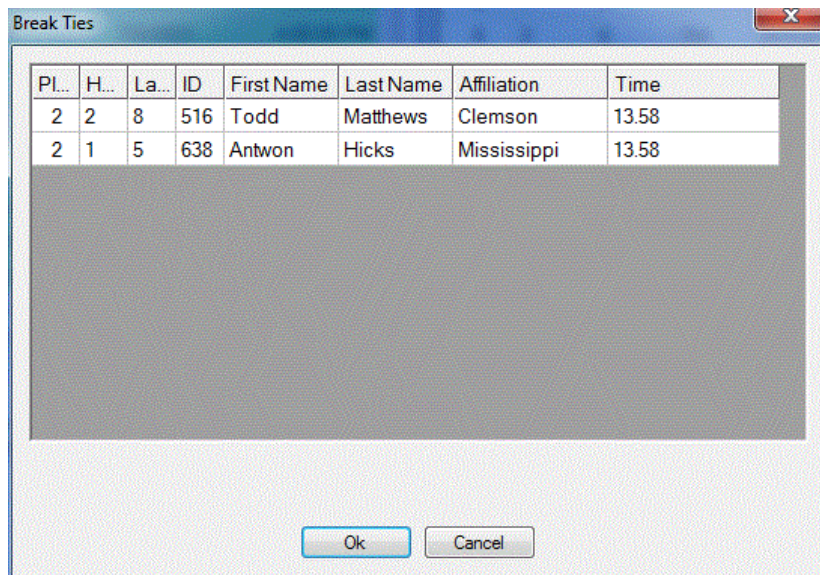
LynxPad automatically checks for ties in your competition when it imports results and when it prints results. LynxPad then allows you to manually break any ties that occur.

➤ **Finding and breaking ties:**

- 1 Click to select the event for which you want to find and break ties from the **Events** window. Click somewhere on the **Heats** window to activate it.

Then, *either* click  *or* click **Heats/Flights** from the Menu bar and select **Break Ties**.

- 2 LynxPad displays a message if there are no ties to break. Otherwise, all ties within the round are displayed in the **Break Ties** dialog.



- 3 Break the tie by clicking in the **Place** column and entering a new place value. When finished, click **Ok**. New place values as the result of broken ties are displayed in red in the Heats window.

Place	Heat	Pos	ID	First Name	Last Name	Affiliation	Mark	
1	1	6	94	Stacy	Dragila	Reebok	4.45	
2	1	17	293	Kellie	Suttle	Nike International	4.30	
3	1	16	242	Melissa	Price	Fresno State	4.20	
4	1	18	328	Jill	Wittenwyler	Nike	4.05	
5	1	13	29	Kimberly	Becker	Reebok	4.05	
6	1	14	246	Kristin	Quackenbush	Unattached	4.05	
7	1	4	270	Mary	Sauer	Cornerstone	4.05	
8	1	9	227	Tracy	O'Hara	UCLA	3.90	
9	1	11	274	Paula	Serrano	Cal Poly	3.90	
10	1	5	20	Shae	Bair	Utah State	3.90	
11	1	20	73	Aimee	Crabtree	San Diego State	3.75	
12	1	10	334	Candy	Mason	Kansas	3.75	
13	1	7	136	Alexa	Harz	Unattached	3.75	
14	1	12	26	Jennifer	Bass	Unattached	3.75	
15	1	19	112	Shannon	Gallagher	Indiana Invaders	3.75	
16	1	3	335	Andrea	Branson	Kansas	3.75	
17	1	1	249	Niki	Reed	Oregon	3.75	
18	1	22	106	Melissa	Feinstein	Unattached	3.75	

Tip: Adjusting *LynxPad's time precision* (see "Adjusting the time precision") may help you avoid having to break ties in the future.

Using LynxPad with FieldLynx

FieldLynx™ is a Lynx Palm™ or Windows© CE handheld device application that allows you to administer field events at a track and field meet. This section explains how to configure LynxPad to send flight sheets to FieldLynx and to import results from FieldLynx.

Note: For more information on using FieldLynx and NetExchange Server, please consult the documentation that comes with these products or visit the *Lynx website* (<http://www.finishlynx.com/>) for help.

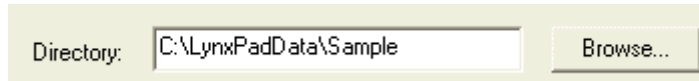
How does LynxPad make a flight sheet available for FieldLynx?

Configuring LynxPad to save the lynx.cmp file into the the competition directory shared by NetExchange Server makes the flight sheet available to FieldLynx after you save the lynx.cmp file.

➤ **To configure the LynxPad directory:**

- 1 If you have not done so already, create a directory someplace where you can store the LynxPad and FieldLynx files.

- 2 Make sure you have a **lynx.cmp** file open in LynxPad. Follow the instructions to *create a new competition* (see "Creating a new competition") or open an *existing competition* (see "Opening an existing competition").
- 3 Click **File | Options...** from the Menu bar. A dialog appears.
- 4 Click the **Browse...** button and navigate to the directory you created.




- 5 When finished, click **Ok**. When you load an event in FieldLynx, it displays the flight sheet created with LynxPad.

Importing results from FieldLynx

You can import results, or LFF files, saved by FieldLynx to the directory shared with LynxPad. You can import results for a single round or you can import all available results for the entire competition.

➤ *To import results for a single round:*

- 1 Click to highlight the event from the **Events** window.
- 2 Click the **Heats** window title bar to activate it.
- 3 *Either* click  *or* click **Heats/Flights** from the Menu bar and select **Load Results**. The results for the event you selected appear in the **Heats** window.

➤ *To import all available results:*

Click **Competition** from the Menu bar and select **Refresh All Results**. All available LFF files are imported and the results are displayed in the **Heats** window.

Note: **Competition | Refresh All Results** also imports the FinishLynx LIF files and ReacTime RIF files, if available.


➤ *Other features available:*

You can also *view a wind reading* (see "Viewing a wind reading") taken from FieldLynx.

Viewing a field series

After you have imported field event results, you can view the field series.

- 1 Click to highlight the field event from the **Events** window.

- 2 Click the **Heats** window title bar to activate it.
- 3 *Either* click **Heats/Flights** from the Menu bar and select **Field Series** or click . The **Field Series** dialog displays, showing the history of the event.

Note: You can view the field series for a specific flight by selecting that flight from the drop-down list in the **Heats** window.

Field Series - Flight 1																	
Pl.	ID	First Name	Last Name	Affiliation	1	Wind	2	Wind	3	Wind	4	Wind	5	Wind	6	Wind	Best
1	170	Marion	Jones	Nike	6.78	+1.6	F	+1.7	P	+1.3	P	+1.4	6.51	+1.6	6.58	+3.1	6.78
2	325	Shana	Williams	Adidas	6.47	+2.0	6.25	+1.8	6.42	+1.9	6.49	+2.2	F	+3.8	6.71	+2.4	6.71
3	44	Angela	Brown	Reebok Enclave	F	-2.1	5.93	+2.0	6.39	+2.3	F	+1.4	F	+3.8	6.43	+2.1	6.43
4	61	LaShonda	Christopher	North Carolina	6.17	-1.4	6.23	+2.6	F	+0.7	6.25	+1.1	6.37	+1.6	F	+2.3	6.37
5	278	Pamela	Simpson	USC	6.18	+1.7	6.19	+2.7	6.19	+1.5	6.28	+1.6	F	+1.4	6.06	+2.0	6.28
6	121	Starlie	Graves	Unattached	6.20	+2.9	5.91	+1.5	5.65	+1.0	F	+1.9	F	+2.5	F	+2.6	6.20
7	173	Stephanie	Jones	So Cal Cheetahs	5.56	+2.0	5.97	+2.0	5.79	+2.2							5.97
8	133	Abby	Harry	Unattached	F	+1.6	5.95	+2.1	F	+1.8							5.95

(Press CTRL+TAB to tab out of grid)

Ok

Sending data to a scoreboard

LynxPad can send information to practically any commercially available scoreboard. If you want to send information to a scoreboard that is not currently supported, please ***contact our technical support staff*** (see "Contacting Lynx System Developers, Inc.").

LynxPad can be configured to send the following information to a scoreboard display:

- start lists
- information about competitors involved in the event in progress
- results from a previous event, or
- team scores (as long as your scoreboard supports this).

Note: You can also send **Results** and **Team Scores** simultaneously for display on two separate scoreboards.

Connecting LynxPad to a scoreboard

There are many ways to connect LynxPad to a scoreboard, including:

- directly to the LynxPad through the computer's **COM port** (**note:** if your computer does not have a spare COM port, you can either purchase a button splitter from Lynx or contact Lynx to explore other options)
- through the **C-Box** using the DB9 serial port
- over a **TCP/IP network**, or
- through **UDP communication**.

If you need help with connecting LynxPad to a scoreboard, *contact Lynx System Developers, Inc* (see "Contacting Lynx System Developers, Inc.").

Configuring LynxPad for scoreboard use

Step 1: Activate the Scoreboard | Options dialog

- 1 Click **Scoreboard** from the Menu bar and select **Options....** The Options dialog appears.
- 2 Click **New**. The functions on the Options dialog activate.

Step 2: Find your scoreboard in the Scoreboard Settings table

Refer to the **Scoreboard Settings** table below. Locate the scoreboard that LynxPad will send data to and then note the corresponding script and data settings.

Note: A "Yes" in the Team Scores Display column means Lynx has tested the corresponding scoreboard and confirmed that it will display Team Scores. "Untested" means that we have not been able to confirm if it will or will not display Team Scores. If you conduct your own testing, *Lynx* (mailto:support@finishlynx.com) would appreciate hearing your results.

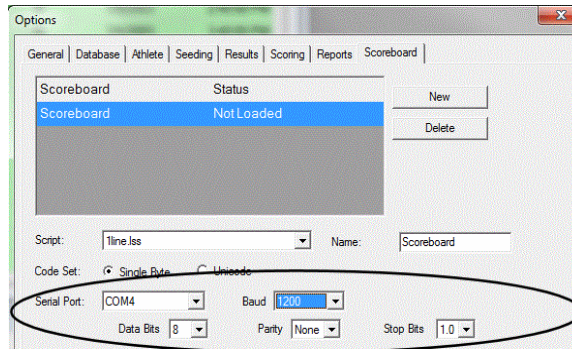
MANUFACTURER	MODEL	SCRIPT	SETTING	TEAM SCORE DISPLAY
Alge	GAZc	Alge.lss	2400,8,N,1	Untested
Daktronics	V6400/ 6000		9600,8,N,1	Untested
	Omnisport	Dak.lss	9600,7,E,2	Untested
	Allsport	Allsport.lss	12800,8,N,2	Yes
Chronomix	CC2000	Chrono.lss	9600,8,N,1	No

Colorado Time	CT4009	Colorado.lss	9600,8,E,1	Untested
Fairtron	n/a	Fairtron.lss	9600,8,N,1	Untested
Electro Numerics	RaceClocks	Electro.lss	9600,8,N,1	Untested
		Electro-flip.lss	1200,8,E,1	Untested
		Electro-led.lss	9600,8,N,1	Untested
		Electro2.lss	9600,8,Mark,2	Untested
IDS	ECMX		9600,8,N,1	Untested
Lynx	LynxTV	Lynxtv.lss	9600,8,N,1	Untested
	ResulTV	Resultv220.lss	9600,8,N,1	Yes
Microgate	Mtab16	Microtab 16-9.lss	1200,8,N,1	Yes
	Mtab16	Microtab 16-18.lss	1200,8,N,1	Yes
	μGraph	uGraph.lss	9600,8,N,1	Yes
Nevco		Nevco1.lss	38400,8,N,1	Untested
		Nevco2.lss	38400,8,N,1	Untested
		Nevco123.lss	57600,8,N,1	Untested
		Nevco860.lss	57600,8,N,1	Untested
Omega	UNT4	Omega-9.lss	9600,7,E,1	Untested
Seiko	RT-100	RT-100.lss	9600,8,N,1	Untested
	ST206/ ST306	ST206.lss	9600,7,E,2	Untested
	Lynx Display Board		9600,8,N,1	Untested
Spectrum		Spectrum.lss	9600,8,N,1	Untested
Westerstrand	Sportstimer	Westerst.lss	1200,8,N,2	Untested

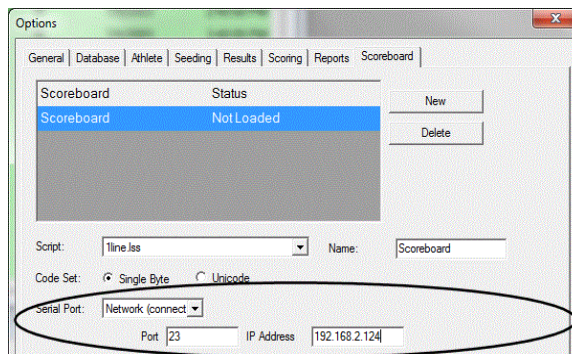
Step 3: Configure LynxPad with your scoreboard settings

- 1 From the **Script:** drop-down list, select the script that corresponds with your scoreboard.
- 2 (Optional) Type a name for the scoreboard in the **Name:** field, for example, "*Finish Line Results.*"
- 3 (Optional) If necessary, change the **Code Set:** to Unicode by selecting the radio button.
- 4 Make the following selections:

- **Either Serial Port, Baud, Data Bits, Parity, and Stop Bits** if you are connecting LynxPad directly to the scoreboard. Select values you found in the *Scoreboard Settings* (see "Step 2: Find your scoreboard in the Scoreboard Settings table") table, *or*



- Select **Network Connect**: and type the appropriate **Port** and **IP Address** values in the text boxes.

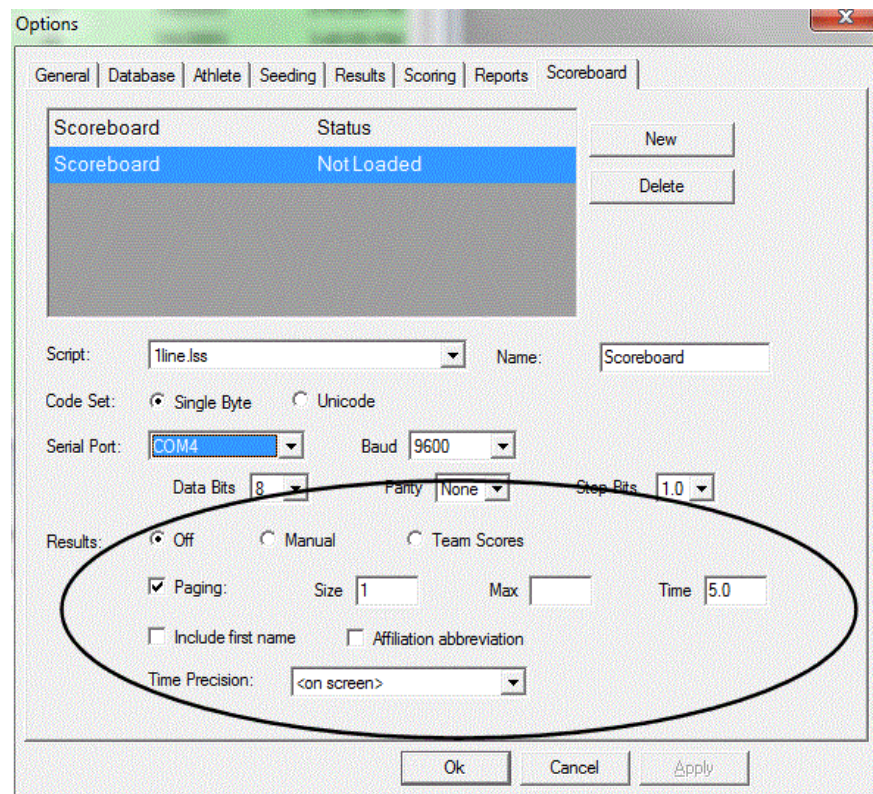


Step 4: Configure scoreboard data display

These instructions explain how to configure LynxPad to display:

- event results
 - start lists, or
 - start lists and results on a scoreboard.
- 1 With the Scoreboard | Options dialog open, click the **Manual** radio button. This means that results are sent only to the scoreboard when you select **Scoreboard | Display current event** or **Scoreboard | Display Team Scores** from the Menu bar.
 - 2 With the **Paging** box checked, type a value in the **Size** text field that corresponds with the number of lines on your scoreboard. For example, if you have a single line scoreboard, you would type "1."

- 3 To specify the maximum number of results you want the scoreboard to page through, type a value in the **Max** text field. If this field is left blank, the scoreboard will page through all of the results.
- 4 In the **Time** text field, type the number of seconds you want each page of data to remain visible on the scoreboard before it scrolls to the next page of data.
- 5 By default, LynxPad sends only the competitor's last name to the scoreboard. Click to check the **Include first name** box to send the competitor's first and last name to the scoreboard.
- 6 If you want to send the competitor's affiliation abbreviation to the scoreboard, click to check the **Affiliation abbreviation** box. *Affiliation abbreviations* (see "4. Set up an athlete affiliation") are based on what you enter in LynxPad.

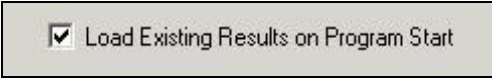


Disabling loading results on program start

LynxPad is set by default to automatically look for and load any results (LIF, LFF, HIF, and RIF files) for the competition whenever the program is started.

➤ **To change the default setting:**

- 1 Click **File | Options...** from the Menu bar. The **Options** dialog appears.
- 2 At the bottom of the dialog, *uncheck* the box labeled, **Load Existing Results on Program Start**.

A screenshot of a checkbox labeled "Load Existing Results on Program Start". The checkbox is currently checked, indicated by a small square with a checkmark inside. The text is in a standard sans-serif font.

- 3 Click **Ok**. The next time you run LynxPad, it does not automatically load results.

Entering results manually

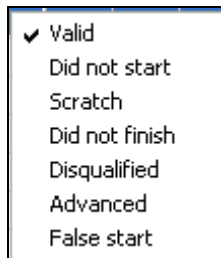
If you are not importing results from FinishLynx or FieldLynx, you can enter them manually by typing them into the **Time** or **Mark** column in the **Heats** window. Manually entered results are displayed in red text in the LynxPad Heats window, and are saved to a **HIF** file in a **HandEntered** folder in the competition directory.

Note: After entering the result, press **Enter** to sort the list in order of performance. If you want to enter all results before sorting the list, single-click in the **Time** or **Mark** column, and then type the result for the next athlete. Use the arrow keys to navigate up or down the list of athletes. Once you are done entering all results, press **Enter** to sort the list by performance.

➤ ***Adding a status designator to a result:***

You can manually assign a status designator (valid, did not start, scratch, did not finish, disqualified, advanced, and false start) to an athlete's result.

- 1 From the **Heats** window, click to highlight the athlete's row to which you want to assign a status designator.
- 2 *Either* click **Heats/Flights** from the Menu bar and select **Status** *or* click the **Place** column cell. A drop-down list appears containing the status designators available.



- 3 Click to select a status designator from the drop-down list. The abbreviated status designator appears in red text in the **Place** column in the athlete's row.

Clearing results

You can clear imported results from a single heat or round.

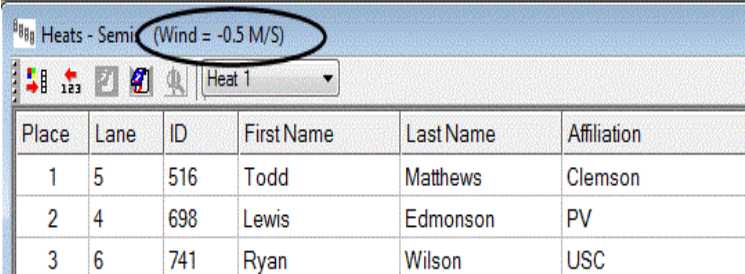
- 1 In the **Events** window, click to highlight the event for which you want to clear results. The imported results for that event appear in the **Heats** window.
- 2 Select the heat from the **Heats** window drop-down list for which you want to clear results. If you want to clear results for an entire round, select **All Heats** from the drop-down list.
- 3 Click **Heats/Flights** from the Menu bar and select **Clear Results**. The results are removed from the Heats window.

Viewing a wind reading

If you are using FinishLynx or FieldLynx with a wind gauge to take a wind reading, LynxPad imports the reading automatically when it imports the results. You can also *enter a wind reading* (see "Entering a wind reading for a track event") into LynxPad.

➤ For a track event:

The title bar for the event in the **Heats** window displays the wind reading for track events, as shown in the image here.

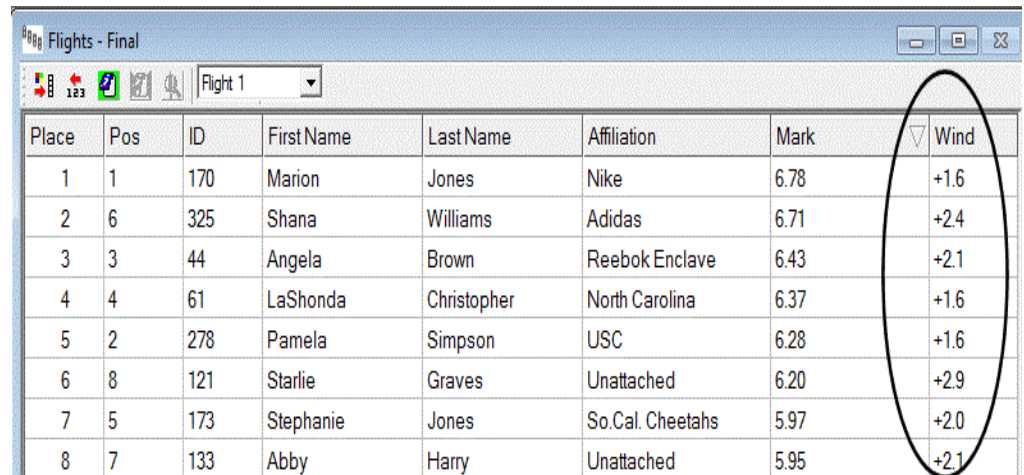


The screenshot shows the 'Heats - Semi' window in LynxPad. The title bar at the top indicates '(Wind = -0.5 M/S)'. Below the title bar is a toolbar with icons for various functions. A dropdown menu is set to 'Heat 1'. The main area of the window contains a table with the following data:

Place	Lane	ID	First Name	Last Name	Affiliation
1	5	516	Todd	Matthews	Clemson
2	4	698	Lewis	Edmonson	PV
3	6	741	Ryan	Wilson	USC

➤ **For a field event:**

Wind readings for field events are displayed next to each athlete's name in the Flights window, as shown in the image here.



Place	Pos	ID	First Name	Last Name	Affiliation	Mark	Wind
1	1	170	Marion	Jones	Nike	6.78	+1.6
2	6	325	Shana	Williams	Adidas	6.71	+2.4
3	3	44	Angela	Brown	Reebok Enclave	6.43	+2.1
4	4	61	LaShonda	Christopher	North Carolina	6.37	+1.6
5	2	278	Pamela	Simpson	USC	6.28	+1.6
6	8	121	Starlie	Graves	Unattached	6.20	+2.9
7	5	173	Stephanie	Jones	So. Cal. Cheetahs	5.97	+2.0
8	7	133	Abby	Harry	Unattached	5.95	+2.1

Purging data

You can select specific data within your competition and delete it from your competition database using the Purge Meet function.

➤ **To purge data from your competition:**

- 1 Click **File** from the Menu bar and select **Purge....** The Purge Meet dialog appears.
- 2 Click to check the box next to any of the categories of data you want to delete from your competition database file, including:
 - Events
 - Athletes
 - Relays
 - Teams
 - Seed Marks, and
 - Results.
- 3 Click **Ok**.

- 4 Click **Yes** at the warning dialog that verifies the data you want to be purged.
- 5 The data you selected is removed from the competition.

Tip: Check multiple boxes to have categories of data purged all at once.

CHAPTER 7

Printing Reports from LynxPad

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Printing a report

The following reports are available for printing:

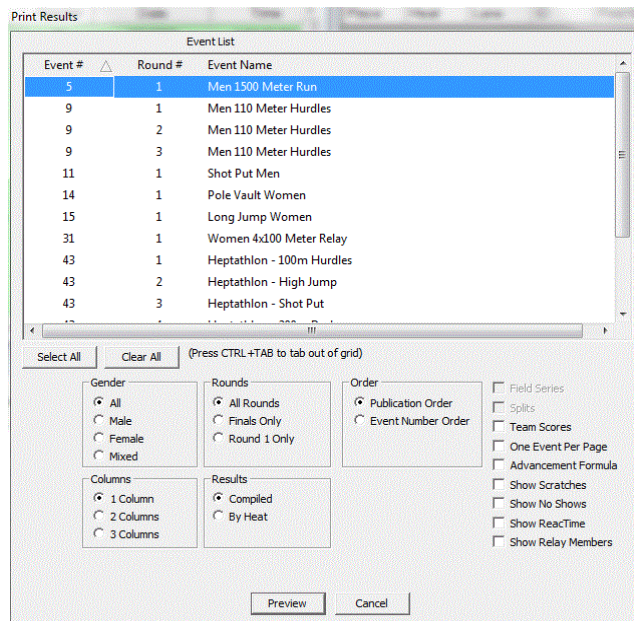
- Meet Program
- Events
- Entry Lists
- Finish Line Sheets
- Field Event Score Sheets
- Results, and
- Team Scores.



➤ **Preview and Export!**

- **export data** (see "Exporting data") to a different format, such as to PDF or HTML from any of the print reports dialogs, and
- preview a report before sending it to the printer.

➤ **To print a report:**

- 1 Click **Reports** from the Menu bar and then select a report from the drop-down menu.
- 2 A dialog appears from which you can select certain report criteria, such as the **Event**, **Gender**, and **Round**. You can also check the **Field Series** and **Splits** boxes to include that information in the report, if it is available.



- 3 (Optional) Click the **Preview** button to preview the report on your screen before sending it to the printer. From the Print Preview screen, click  to export the report to a different format, or  to send the report to the printer.
- 4 Click **Ok** after you have finished selecting the report criteria. The **Print** dialog appears.
- 5 Click **Print** to send the report to the printer.

Tip: To print the same report for multiple events, hold down the **CTRL** key while clicking to select several events. Then, select the report criteria and send the report to the printer. The same report prints for every event you selected.

Printing a Meet Program report



LynxPad allows you to print out a program for your competition. You can modify how and what meet program data gets printed.

➤ **To print a Meet Program:**

- 1 Click **Reports** from the Menu bar and select **Meet Program....** The Meet Program dialog appears.
- 2 To print a specific event only, click to highlight it from the listing. To select multiple events, hold down the **Shift** key while clicking on more than one event. To include all events in your Meet Program, click the **Select All** button.
- 3 From the Print Meet Program dialog, you can also make the following configurations to your Meet Program report:
 - **Gender** (click to select Both, Men, or Women).
 - **Rounds** (click to select All Rounds, Final Only, or 1 Round Only).
 - **Show Date and Time** (click to uncheck if you do NOT want date and time displayed).
 - **One Event Per Page** (click to check if you want one event only displayed on each page).
 - **Columns** (click 1 Column or 2 Columns, depending on how you want the information displayed).
 - **Export Data** (check this box to export data into a different format, such as PDF or HTML).



Printing an Events report

The Events report displays a list of selected events, the time each event starts, the event numbers, the number of rounds, number of heats, and number of entries in each event.

- 1 Click **Reports** from the Menu bar and select **Events...**
- 2 Click to select the events for which you want to print an Events report.
 - To select multiple events, hold down the **CTRL** key while clicking each event.
 - To select all events listed in the Event List, click the **Select All** button.
 - To clear your selections, click the **Clear All** button.
- 3 (Optional) Click the **Export Data** checkbox to *export the report* (see "Exporting data") to a different format.
- 4 (Optional) Click the **Preview** button to preview the report on your screen before sending it to the printer. From the Print Preview screen, click  to export the report to a different format, or  to send the report to the printer.
- 5 When you are finished making your selections, click **Ok**. The Print dialog appears. If necessary, configure the printer using the Print dialog.
- 6 Click **Print** to send the report to the printer.

Printing an Entry Lists report



- 1 Click **Reports** from the Menu bar and select **Entry Lists...** The Print Entry Lists dialog appears.
- 2 Click to select the **Gender** and **Sort** criteria.

To print Entry Lists by event, click the **By Event** radio button and then click to highlight the events for which you want to print Event Entries. An Event Entries report printed in this way displays seed times and marks, if available.
- 3 (Optional) Click the **Export Data** checkbox to *export the report* (see "Exporting data") to a different format.
- 4 (Optional) Click the **Preview** button to preview the report on your screen before sending it to the printer. From the Print Preview screen, click  to export the report to a different format, or  to send the report to the printer.
- 5 Click **OK**. The Print dialog appears. If necessary, configure the printer using the Print dialog.

- 6 Click **Print** to send the report to the printer.

Printing a Finish Line Sheet



A Finish Line Sheet, or heat sheet, displays each athlete's name in lanes with blanks for Time, Wind, and Place to be completed by finish line officials.

- 1 Click **Reports** from the Menu bar and select **Finish Line Sheets....**
 - Click to select each event for which you want to print a Finish Line Sheet.
 - To select multiple events, hold down the **CTRL** key while clicking each event.
 - To select all events listed in the Event List, click the **Select All** button.
 - To clear your selections, click the **Clear All** button.
- 2 Click to select **Gender** and **Rounds** criteria by which you want to print each Finish Line Sheet.
- 3 (Optional) Click the **Export Data** checkbox to *export the report* (see "Exporting data") to a different format.
- 4 (Optional) Click the **Preview** button to preview the report on your screen before sending it to the printer. From the Print Preview screen, click  to export the report to a different format, or  to send the report to the printer.
- 5 Click **Ok**. The Print dialog appears. If necessary, configure the printer using the Print dialog.
- 6 Click **Print** to send the report to the printer.

Printing a Field Event Score Sheet

A Field Event Score Sheet displays each athlete's name in a flight with blanks for Mark, Wind, and Place to be written by field event officials.

- 1 Click **Reports** from the Menu bar and select **Field Event Score Sheets....** The Print Field Score Sheets dialog appears.
- 2 Click to select each event for which you want to print a Field Event Score Sheet.
 - To select multiple events, hold down the **CTRL** key while clicking each event.
 - To select all events listed in the Event List, click the **Select All** button.
 - To clear your selections, click the **Clear All** button.

- 3 Click to select **Gender** and **Rounds** criteria by which you want to print each Field Event Score Sheet.
- 4 (Optional) By default, LynxPad will print the Field Event Score Sheet in Portrait mode. Select the **Orientation | Landscape** radio button to change the way this report is displayed when printed.
- 5 (Optional) Click the **Export Data** checkbox to *export the report* (see "Exporting data") to a different format.
- 6 (Optional) Click the **Preview** button to preview the report on your screen before sending it to the printer. From the Print Preview screen, click  to export the report to a different format, or  to send the report to the printer.
- 7 Click **Ok**. The Print dialog appears. If necessary, configure the printer using the Print dialog.
- 8 Click **Print** to send the report to the printer.



Printing a Results report

Several features are available in the Results printing function. You can now choose:

- how many columns reports are displayed in (1-3)
- how they are ordered (according to Publication Order, or Event Number Order), and
- how they are displayed (Compiled, or By Heat).



➤ **Printing a results report:**

- 1 Click **Reports** from the Menu bar and select **Results....** A message may appear telling that there are ties that *may need breaking* (see "Breaking ties"). Click **Ok** to exit the message. The Print Results dialog appears.
- 2 Click to select each event for which you want to print a Results report.
 - To select multiple events, hold down the **CTRL** key while clicking each event.
 - To select all events listed in the Event List, click the **Select All** button.
 - To clear your selections, click the **Clear All** button.
- 3 Click to select **Gender** and **Rounds** criteria by which you want to print each Field Event Score Sheet.
- 4 Click to select:
 - Publication Order to display the reports in order of the schedule date and time, or
 - Event Number Order to display the reports in order of lowest to highest event number.

- 5 Click to select the number of **Columns** in which you want the reports displayed. Clicking **3 Columns** saves the most space.
- 6 Click to display heats:
 - Compiled, or
 - By Heat.
- 7 Click to check a box for each additional criteria, including: Field Series, Splits, Team Scores, One Event Per Page, Advancement Criteria, Show Scratches, Show No Shows, and Show ReacTime.
- 8 (Optional) Click the **Export Data** checkbox to *export the report* (see "Exporting data") to a different format.
- 9 (Optional) Click the **Preview** button to preview the report on your screen before sending it to the printer. From the Print Preview screen, click  to export the report to a different format, or  to send the report to the printer.
- 10 Click **Ok**. The Print dialog appears. If necessary, configure the printer using the Print dialog.
- 11 Click **Print** to send the report to the printer.

Printing a Team Scores report

A Team Scores report lists the current standings for the competition.


- 1 Click **Reports** from the Menu bar and select **Team Scores....** The Team Scores dialog appears.
- 2 Click to select **Men**, **Women**, or **Mixed**.
- 3 (Optional) Click the **Export Data** checkbox to *export the report* (see "Exporting data") to a different format.
- 4 (Optional) Click the **Preview** button to preview the report on your screen before sending it to the printer. From the Print Preview screen, click  to export the report to a different format, or  to send the report to the printer.
- 5 Click **Ok**. The Print dialog appears.
- 6 Click **Print**. The Team Scores report is sent to the printer.

Exporting data

LynxPad allows you to export data that can be compiled into a report into any of the following formats:

- Adobe Acrobat (PDF)
- Character separated value (CSV)
- Microsoft Excel (XLS)
- Microsoft Word (DOC)
- Rich Text Format (RTF)
- HTML 4.0 (HTML)
- Flat HTML (HTML).

➤ **To export report data to another format:**

- 1 Click **Reports** from the Menu bar and select the report format you want to export to a different data format.
- 2 Once you Preview the report:
 - a) Click the top left icon  , or for HTML
 - b) Click the **Save as HTML 4.0** button, or the
 - c) Click the **Save as Flat HTML** button.
- 3 Select the format you want to export the data to from the **Save As Type:** drop-down list.
- 4 Enter a filename and select the destination folder.
- 5 Click **Save**.

Adjusting the time precision

By default, LynxPad prints results reports using the on-screen time precision, however, you can specify the time precision you want displayed in a printed results report.

- 1 Click **Reports | Options....** the Options dialog appears.
- 2 Select a different time precision setting from the **Time Precision:** drop-down list. Then, click **Ok**. Reports are printed with the time precision you just selected.

Configuring name and affiliation displays in reports

By default, LynxPad displays athlete names as first name followed by last name, and affiliation names in their entirety. You can change these options by following these instructions.

- 1 Click **Reports** from the Menu bar and select **Options....** The Options dialog appears.
- 2 To display athlete names as last name followed by first name, click to select the **Show Athlete Name as Last, First** checkbox.
- 3 To display the affiliation abbreviation only, click to select the **Use Affiliation Abbreviation** checkbox.
- 4 Then, click **Ok**. Reports are displayed according to the new criteria you just selected.

CHAPTER 8

Beyond the Basics

There are many advanced applications for LynxPad, such as administering a cross-country or water sports competition. You can also customize LynxPad, convert it to another language, and use it with Lynx's ReacTime® and ClerkLynx™ products. This section teaches you how to do all of this and more.

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Creating competition data from multiple sources

When managing a competition with LynxPad, you can have individual teams enter their own athlete data and seed times into their own copies of LynxPad. Using this method, teams can send you the data from their own LynxPad competition directory. Then, you can **import the data** (see "Importing Lynx files") into the master competition you create in LynxPad.

➤ **Here's how it works:**

The procedure table shown here assumes you are a meet director, and that coaches participating in your meet are going to enter data for their own athletes.

Stage	Description
1	Meet director creates a competition with events, team names, and affiliations in LynxPad and makes the lynx.cmp and lynx.evt files available to coaches.
2	Coaches open their copy of the meet director's lynx.cmp file using LynxPad. At this time, coaches have access to available events.
3	Coaches do the following in LynxPad: <ul style="list-style-type: none"> a add athletes b select events for each athlete to participate in c enter seed times and seed marks, and d save the competition.
4	Coaches then send the entire competition directory to the meet director. This can be done, for example, by emailing the directory as an attachment using a compression program such as WinZip. At a minimum, coaches must be sure to send the PPL, EVT and LSF files to the meet director.
5	From LynxPad and with the master competition lynx.cmp file open, meet director imports lynx.evt and/or lynx.ppl files received from coaches using the File Import Lynx Files... function in LynxPad and navigating to the directory where coaches' files are saved. Lynx.lsf files containing seed times and marks are imported automatically.

6	After all lynx.evt and/or lynx.ppl files from individual coaches have been imported, meet director assigns ID numbers and begins seeding the events in the master competition.
---	--

Importing Lynx files

You can import existing Lynx EVT and PPL files into LynxPad. This is particularly helpful when you want multiple teams to enter their *own athlete data* (see "Creating competition data from multiple sources") on their own copies of LynxPad.

Note: LSF, or seeding files, are automatically imported with the EVT file. However, the lynx.cmp file is *not* imported at this time.

- 1 You first must have a lynx.cmp file open. To do this, either *create a new competition* (see "Creating a new competition") or *open an existing competition* (see "Opening an existing competition").
- 2 Click **File** from the Menu bar and select **Import | Lynx Files....** A Browse Folder dialog appears.
- 3 Navigate to the directory containing the EVT and PPL files you want to import.
- 4 Click to select the EVT and/or PPL file/s you want to import, and then click **Ok**.
- 5 Click **Ok** at the **Finished Importing Lynx...Files** message. If you imported an EVT file, the events appear in the **Events** window. If you imported a PPL file, the athletes appear in the **Athletes** window. If you imported an LSF file, seed marks are available for athletes in corresponding events.

Important: Duplicate athletes and events are *not* imported.

Importing and exporting delimited files

LynxPad can now import and export raw data in the form of semi-colon and comma delimited files, allowing competition data to flow between copies of LynxPad.

For example, if you are directing a competition, you can create a single competition in your version of LynxPad, and then import team and athlete entries made by coaches participating in your competition on their own copies of LynxPad. (See *Integrating entries from multiple sources*.)

Exporting semi-colon and comma delimited files

With a competition open in LynxPad:

- 1 Click **File** from the main Menu bar and select **Export** and then select either **Semi-Colon Delimited Entries...** or **Comma Delimited Entries....**. The **Save As** dialog appears.
- 2 Navigate to where you want the exported file saved and then click **Save**.

Importing semi-colon and comma delimited files

Individual and relay competition entries in the form of a semi-colon or comma delimited text file can be imported into LynxPad.

➤ *Instructions:*

Note: These instructions assume you have a semi-colon or comma delimited text file available somewhere on your computer or network.

- 1 Run LynxPad.
- 2 Open a competition.
- 3 Click **File** from the Menu bar and select **Import**. A drop-down menu appears.
- 4 Select either **Semi-Colon Delimited Entries...** or **Comma Delimited Entries...** from the drop-down menu. The **Open** dialog appears.
- 5 Navigate to where the semi-colon or comma delimited file is saved.
- 6 Click to highlight the file, and then click **Open**. LynxPad begins importing the entries.

➤ *Notes about importing:*

- If an entry has errors in it, it is skipped. When LynxPad completes the import, an **Import Results** dialog appears, detailing any skipped entries.
- The last directory used for importing becomes the default directory for your next import.

About delimited file entry records

This section describes the characteristics of delimited file entry records.

Delimited file entry records

There are two types of entry records that can be made in a delimited file format for use by LynxPad:

- **A = Individual Entry Record** (9 fields separated by semi-colons or commas), and
- **L = Relay Entry Record** (7 fields separated by semi-colons or commas).

Delimited file entry record rules

Delimited files must adhere to the following rules if they are to be successfully imported into LynxPad:

- 1 If no information is available for a given field, leave it blank, but include the semi-colon or comma.
- 2 Follow each record by a carriage return and line feed (**CRLF**). Create a CRLF by pressing the **Enter** key.
- 3 If at any point in a record all remaining fields are blank, you can end it with a carriage return without including the extra semi-colons or commas.
- 4 Create an A record for each individual entry.

About the Individual Entry (A) record

The following table demonstrates the components required in an A, or Individual Entry, record.

Data	Max Characters	Notes
A	1	Delineates "Individual Entry Record"
Last Name	20	Required field
First Name	20	Required field
Athlete Gender	1	<ul style="list-style-type: none"> ▪ M = Male, F = Female ▪ Required field
Team Name	25	<ul style="list-style-type: none"> ▪ Use Unattached if unknown ▪ Required field
Event Number	5	Required field
Entry Mark	11	<ul style="list-style-type: none"> ▪ Time: hh:mm:ss (1:23:44.55, 1:19.14, 58.43) ▪ Mark: Metric - 12.33; English - 12-10.25", 12'

Event Entry/Relay Entry		Not implemented in LynxPad 3.25
Event Measure	1	<ul style="list-style-type: none"> ▪ M for Metric, E for English ▪ Required field
Event Division	2	Not implemented in LynxPad 3.25

➤ **Individual Entry (A) record example:**

A;Doe;John;M;Hurricane High School;1;21.23;M;[CRLF]

➤ **Notes:**

- There is one A record per individual entry.
- Four entries for the same athlete require four A records.

About the Relay Entry (L) record

The following table demonstrates the components required in an L, or Relay Entry, record.

Data	Max Characters	Notes
L	1	Delineates "Relay Entry Record"
Team Name	25	<ul style="list-style-type: none"> ▪ Use Unattached if unknown ▪ Required field
Designation	1	A, B, C, etc.
Relay Gender	1	<ul style="list-style-type: none"> ▪ M = Male, F = Female, X = Mixed ▪ Required field
Event Number	5	Required field
Entry Time	10	hh:mm:ss.tt (44.55, 4:19.14)
Event Division	2	Not implemented in LynxPad 3.25

➤ **Relay Entry (L) record example:**

L;Hurricane High School;A;M;12;4:01.44;[CRLF]

Backing up and restoring a competition

LynxPad now allows you to backup and restore a competition, allowing you to do several useful things:

- Keep competition information safely stored on a computer or on a CD-ROM
- Transfer competition information to another computer, and
- Send competition information to coaches participating in your competition. They can make their team and athlete entries directly into the competition file and return it to you. (See *Ability to integrate entries from multiple sources.*)

Backing up a competition

To backup a competition created in LynxPad:

- 1 Open the competition you want backed up.
- 2 Click **File** from the main Menu bar and select **Backup....** A **Browse Folder** dialog appears.
- 3 Navigate to where you want to save the competition backup. To create a new folder for the backup, click the **Make New Folder** button and type a new name in the **Folder:** text field.
- 4 Click **OK**. A backup *.ZIP file for your competition is created. It is named **LPadBkUp_xxx-yy.zip**, where *xxx* is the name of your competition and *yy* is an incrementing number based on the number of times you have backed up the current competition.

Restoring a competition

To restore a competition in LynxPad:

- 1 Make sure no competition is currently open.
- 2 Click **File** from the main Menu bar and select **Restore....** The **Select a competition backup to restore** dialog appears.
- 3 From the **File name:** drop-down list, select the name of the backup file (**LPadBkUp_xxx-yy.zip**) you want to restore, and then click **Open**. A **Browse Folder** dialog appears.
- 4 Either navigate to an existing competition directory or create a new competition directory and then click **Ok**. The restored competition is loaded into LynxPad and opened into the main LynxPad screen.

Ability to integrate entries from multiple sources

LynxPad allows you to create a master competition, and then import individual and relay team entries made from other sources. For example, if you are directing a meet, you can set up the competition in your version of LynxPad, and then import entries made by coaches from competing teams, saving you from a great deal of data entry.

Integrating entries from multiple sources

Following is a description of the process for creating a competition from one source, and integrating it with entries from other sources. Please consult the LynxPad online help for instructions on how to perform specific tasks mentioned here.

➤ ***Host meet director: creating a competition and sending it to remote sources***

- 1 Create a new competition in LynxPad.
- 2 Set up the events and affiliations.
- 3 Backup the **competition** see "Backing up a competition".
- 4 Send the backup file, **LPadBkUp_xxx-yy.zip**, to all of the entities who will enter individual and relay team data for their respective teams. Instruct the remote sources as to which format you are using for the delimited file (either semi-colon or comma delimited).

Note: Remote source entities can download a free copy of LynxPad by visiting the **Lynx website** (<http://www.finishlynx.com/>).

➤ **Remote sources: restoring a competition, adding entries, and sending entries to the host meet director**

Remote sources such as coaches from visiting teams will follow these steps.

- 1 Run LynxPad without opening a competition.
- 2 Click **File** from the main Menu bar and select **Restore...**
- 3 Navigate to the **LPadBkUp_xxx-yy.zip** file from the host source and click **Open**. The competition originally created by the host meet director is loaded into LynxPad and opens on the LynxPad main screen.
- 4 Enter all of your individual and relay entries as well as seed marks. If you need help doing this, please consult the LynxPad online help for instruction. *Do not* enter competitor ID's. This is done by the host meet director.
- 5 When finished, click **File | Export** and select either **Semi-Colon Delimited Entries...** or **Comma Delimited Entries...**, depending on the file format requested by the host meet director. The **Save As** dialog appears.
- 6 Navigate to a directory where you want to store the delimited file containing your entries.
- 7 Type a name for the file, such as your team name, and click **Save**. Your entries are exported to a single file, saved wherever you just designated.
- 8 Send this file to the host meet director.

➤ **Host meet director: importing entry lists from remote sources**

Now the host meet director can import entries created by remote sources into the original competition.

- 1 Open the original competition you created in LynxPad.
- 2 Click **File | Import | Semi-Colon Delimited Entries...** or **Comma Delimited Entries...**. The **Open** dialog appears.
- 3 Navigate to the directory where the remote source's semi-colon delimited file is stored and click **Open**. LynxPad integrates the entries into the competition.

Using Custom Fields

LynxPad has the ability to import, export and store information about competitors that is stored solely for the ability to generate additional competitor information in the reports, for example Hometown, Coach and Date of Birth.

Up to 15 custom fields can be added per competitor.

The custom fields are stored and loaded using LynxPad through a text file titled "lynx.cfi" file in the competition directory. The user can generate this file using Microsoft Excel or another text editor, place it in the competition directory and LynxPad will automatically load the file the next time the competition is opened.

The format of the import and export file is shown below:

```
; This file, 'lynx.cfi', is imported/exported by LynxPad and contains a list of up to 15 fields and information for each
; competitor for each field.

; Format:
; <license>,<last name>,<first name>,<affiliation>,FieldName #1,FieldName #2,FieldName #3,FieldName #4,FieldName #5,FieldName #-
6,FieldName #7,FieldName #8,FieldName #9,FieldName #10,FieldName #11,FieldName #12,FieldName #13,FieldName #14,FieldName #15
; |license,LastName,FirstName,Affiliation,Competitor Data #1,Competitor Data #2,Competitor Data #3,Competitor Data #4,Competitor-
Data #5,Competitor Data #6,Competitor Data #7,Competitor Data #8,Competitor Data #9,Competitor Data #10,Competitor Data #11,Co-
mpetitor Data #12,Competitor Data #13, Competitor Data #14, Competitor Data #15

; Notes:
; + Any line starting with a semicolon is ignored.
; + In general, you can omit unnecessary or unknown information.
; + Empty fields are ignored on import.

<license>,<last name>,<first name>,<affiliation>,Hometown,Coach
JA2015,Adams,Jenny,Houston,Tomball - TX,Todd Henson
SD2015,Dragila,Stacy,Reebok,Auburn - CA,Dave Nielson
BW2015,Wade,Bettie,MICH - Michigan,Northville - MI,Cliff Rovelto
```

Using LynxPad with ReacTime Championship System

The ReacTime® Championship System is a false start detection system used at a track and field competition. LynxPad can import athlete's reaction times as generated by ReacTime.

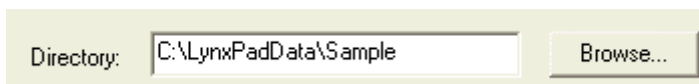
Note: For instructions on configuring and operating the ReacTime Championship System, please consult the documentation that comes the product, or refer to the *Lynx website* (<http://www.finishlynx.com/>) for help.

How does LynxPad make a start list available to ReacTime?

Configuring LynxPad to save the lynx.cmp file into the the competition directory shared by ReacTime, makes the start list available to ReacTime after you save the lynx.cmp file.

➤ **To configure the LynxPad directory:**


- 1 If you have not done so already, create a directory someplace where you can store the LynxPad and ReacTime files.
- 2 Make sure you have a **lynx.cmp** file open in LynxPad. Do this by creating a *new competition* (see "Creating a new competition") or opening an *existing competition* (see "Opening an existing competition").
- 3 Click **File | Options...** from the Menu bar. A dialog appears.
- 4 Click the **Browse...** button and navigate to the competition file you created.



- 5 When finished, click **OK**. When you load an event in ReacTime, it looks for and displays the start list created with LynxPad.

Importing reaction times

Reaction times are automatically loaded when you import results by either:

- Clicking **Heats/Flights** from the Menu bar and selecting **Load Results** or clicking , or
- Clicking **Competition** from the Menu bar and selecting **Refresh All Results**.

Using LynxPad with ClerkLynx

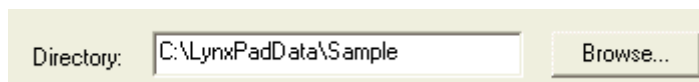
ClerkLynx™ is a Lynx Palm™ handheld device application that enables you to seed athletes into heats or flights "on the fly," before the start of an event.

Configuring LynxPad to save the lynx.cmp file into the same directory as NetExchange Server allows you to save a list of athletes, also known as a PPL file, which you can retrieve from ClerkLynx for "on the fly" start list creation.

Note: For instructions on configuring and operating ClerkLynx and NetExchange Server please consult the documentation that comes these products, or refer to the *Lynx website* (<http://www.finishlynx.com/>) for help.

➤ **To configure the LynxPad directory:**

- 1 If you have not done so already, create a directory someplace where you can store the LynxPad and NetExchange files.
- 2 Make sure you have a **lynx.cmp** file open in LynxPad. Follow the instructions to **create a new competition** (see "Creating a new competition") or open an **existing competition** (see "Opening an existing competition").
- 3 Click **File | Options...** from the Menu bar. The **Options** dialog appears.
- 4 Click the **Browse...** button and navigate to the directory you created.



- 5 When finished, click **Ok**. When ClerkLynx loads the data, it displays the athletes and events you created in LynxPad.

Using LynxPad with cross country

You can use LynxPad to administer a cross country event. Most of the instructions found in this *User's Guide* apply to cross country with some exceptions, described here. After you have set up the cross country event, LynxPad will score the competition according to cross country scoring rules, with the first five athletes from each team scoring. First place is awarded 1 point, second place 2 points, etc. The lowest team score wins.

- 1 If you have not done so already, **create a new competition** (see "Creating a new competition").

- 2 Follow the steps to *create a new event* (see "Adding events") so that the Add/Edit Event dialog is displayed.
- 3 Complete the **Event Number**, **Event Name**, and **Gender** fields for the event.
- 4 **Important:** From the **Event Type:** drop-down list, select **Cross Country**. Selecting cross country from the Event Type: drop-down list automatically enables cross country scoring.
- 5 Click the **Add** button. The Add/Edit Event dialog remains displayed, but the Event #: field has been incremented by one. LynxPad is ready for you to continue adding cross country events.
- 6 When you are finished adding events, click **Done** to return to the LynxPad main screen. The new cross country events you entered appear in the **Events** window.
- 7 Now, *add athletes* (see "Adding athletes and relays") to the cross country competition.

Using LynxPad with rowing, canoeing, or kayaking


You can use LynxPad with other sports in addition to track and field, like water sports such as rowing, canoeing, and kayaking. Most of the instructions found in this *User's Guide* apply to other sports in addition to track and field with some exceptions, described here.

➤ **Configuring the event type and custom distance:**

- 1 Make sure you have a lynx.cmp file open by either creating a *new competition* (see "Creating a new competition") or opening an *existing competition* (see "Opening an existing competition").
- 2 Follow the steps to *create a new event* (see "Adding events").
- 3 From the **Event Type:** drop-down list, select **Other**.
- 4 If you need to create a distance not available from the **Distance:** drop-down list, select **Custom** and type the new distance in the field below, for example, 2000.
- 5 While on this screen, set the *number of rounds* (see "Changing round names") *and change the number of lanes* (see "Changing the number of lanes or positions"), if necessary. Note that you can also *change the lane preference configuration* (see "Changing lane preferences"), if necessary.

➤ **Adding athletes:**

Add individual competitors, such as single scullers and single paddlers, by following the instructions for adding *athletes* (see "Adding athletes and relays"). To add a boat containing more than one athlete, for example, an 8, a quad, or a K-4, enter the entire team without specifying individual athletes.

- 1 Activate the **Athletes/Relays** window by clicking its title bar or anywhere within the window.
- 2 Either click  or click **Athletes/Relays** from the Menu bar and select **Add Athlete**. The Add/Edit Athlete dialog appears.
- 3 Now you can enter information about the boat, including:
 - **ID**
 - **Affiliation**
 - **License**, and
 - **Gender**.
- 4 At this time if you have events set up, you can assign the boat to events by selecting them from the drop-down lists in the **Event #** columns.
- 5 When finished entering information, click **Add**.

Converting LynxPad to another language

Depending on which language versions of LynxPad are available, you can convert LynxPad to display in another language.

- 1 Click **File | Options....** The **Options** dialog appears.
- 2 Select a new language from the **Language***: drop-down list.
- 3 **Restart** LynxPad. The next time you run LynxPad, it uses the new language you selected.

Tip: You can also *modify the LynxPad LNG file* (see "Customizing LynxPad") to suit the needs of your competition or language.

Customizing LynxPad

You can customize LynxPad for a specific sport or language by editing the LNG file that comes with the LynxPad installation.

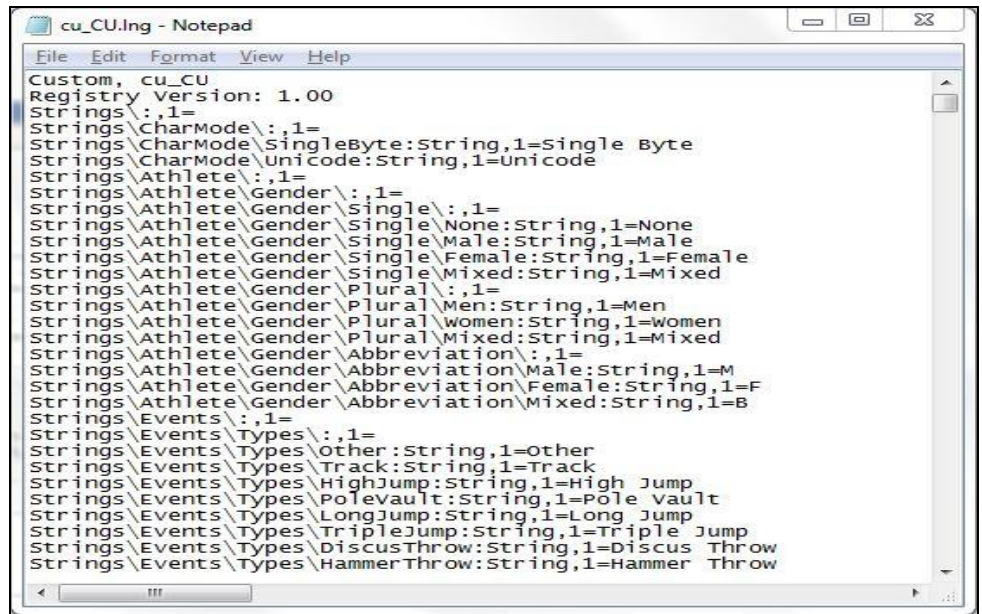
➤ **To edit the LynxPad LNG file:**

- 1 Start **Microsoft Notepad**, or some other text editor. The instructions here assume you are using Microsoft Notepad.
- 2 Type the following text on the first two lines:

```
Custom,cu_CU  
Registry Version: 1.00
```

- 3 Save the file as **cu_CU.lng** in the directory where you stored the LynxPad files during installation. It may be located someplace like **C:\Program Files\Lynx System Developers, Inc\LynxPad**.
- 4 Start **LynxPad**.
- 5 Select **File** from the Menu bar and choose **Options....** The **Options** dialog appears.
- 6 From the **Language***: drop-down list, select **Custom**.

- 7 Exit LynxPad and then restart it. When LynxPad restarts, it runs the Custom language file.
- 8 Hold down the **SHIFT** and **CTRL** keys while exiting LynxPad again. All of the strings from the LynxPad file are written to the custom file you just created. If you open the file, **cu_CU.lng**, it resembles the image below.



- 9 Now you can modify the strings to suit your needs. When finished, save your changes to the **cu_CU.lng** file.

Glossary of Terms

A

AFL

A Lynx data file containing a list of affiliations and their abbreviations.

C

competition directory

Folder on a Microsoft Windows operating system computer containing all Lynx data files related to a competition.

competition LAN

Local area network containing various competition management products communicating over wired or wireless TCP/IP. Examples of Lynx products on a competition LAN include FinishLynx, NetExchange Server, an AirLynx gateway, ClerkLynx, and FieldLynx.

E

EVT

A Lynx data file containing a list of events and the athletes in them. A lynx.evt file is used by FinishLynx, and a fldlynx.evt file is used by FieldLynx.

F

FieldLynx

A Lynx Palm™ or WinCE handheld device application that allows you to administer field events at a track meet.

FinishLynx

Digital race management system that works with Lynx System Developers' photofinish cameras to enable you to evaluate and produce race results.

H

HIF

A Lynx data file containing results entered by hand. This file is found in the HandEntered folder in the competition directory.

L

LFF

A Lynx data file containing results generated by FieldLynx.

license

A number assigned to an athlete by a licensing authority.

LIF

A Lynx data file containing results generated by FinishLynx.

LSF

A Lynx data file containing seeding information entered in LynxPad. This file is found in the Seeding folder in the competition directory.

lynx.cmp

A compilation file created by LynxPad that may contain all or some of the following files:

- lynx.evt - containing the events for the competition
- lynx.ppl - containing the athletes in the competition, and
- lynx.sch - containing the schedule of events for the competition.

lynx.rly

A Lynx data file containing relay information.

P

PPL

A Lynx data file containing a list of athletes.

R

random lane assignment

Lane assignment criteria used when athletes are assigned to lanes using no particular order.

RIF

A Lynx data file containing reaction times generated by a ReacTime Championship system.

S

SCH

A Lynx data file containing the schedule of events.

serpentine

Assigning athletes to heats in a “snaking” back and forth process, based on time from fastest to slowest. Heats are assigned in order of 1, 2, 3... forward and then ...3, 2, 1 back, repeating until all athletes are assigned. Number of heats may vary. NCAA rules require lane assignments to be random.

single byte

Refers to character representation limited to standard alphabetical characters as well as many, but not all, technical and special characters.

standard lane assignment

Lane assignment criteria used when athletes are assigned to specific lanes.

U

unicode

A worldwide character-encoding standard, capable of representing all of the world's characters in modern computer use, including technical symbols and special characters used in publishing.

W

waterfall positions lane assignment

Lane assignment criteria used when athletes are not assigned to specific lanes, as in longer races like the 3k, 5k, etc.

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