

Practice Sectional Wrestling Sample Flowchart

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Please Install and Test this Sample Program as soon as possible!

1. In Windows 95 or above, the program can automatically be installed in a folder (subdirectory) on drive C called **c:\sectour** *(See **CWP-1**)
 - a) Use the self-extracting zip file: **SECTOUR.EXE**
 - i) Double-click **SECTOUR.EXE** to create the folder and install
2. To run the program in Windows 95 or above:
 - a) Create a shortcut to **c:\sectour\autoexec.bat**
 - b) Right Click on Properties | Program | Run | Choose Maximized (or Normal Window) | Close on Exit
3. The program was originally written to print to a parallel printer attached directly to the LPT1: printer port.
 - a) It is now setup to use **Printfil** to capture the printer output and configure it to print on any Windows printer.
 - b) **Please make sure Printfil is installed and configured properly!**
 - c) On the **Printfil | Configuration | Standard** screen the number of rows should be set to **66!**
4. Follow instructions in **COMPUTERIZED WRESTLING PROGRAM** and review the menus.
5. Hit <Q> to Quit at the Main Menu or Scoring Menu.
6. After the program is installed, you can use "/" (slash -hidden in the Master Menu) to get to the Utilities Menu.
 - a) Use <C> Change Backup Path to change from Drive A: to a USB drive
 - b) To make a complete backup, insert disk or USB drive and select Backup Complete Program

Sectional Wrestling Sample Program and Documentation

The sample data is for Practice Purposes only and is designed to facilitate learning without having to enter volumes of data. Please follow the **Flowchart** to install, test, and learn the program. Everything for 106 to 182 is complete, and only the Consolation Semifinals, and 1st, 3rd, and 5th Place matches for 195 to 285 need to be entered for testing. **Don't worry about destroying any data! This entire sample can be restored in less than 2 minutes!**

**Please note: The [Caps Lock] key must be on!
It must be set manually before the menu options will work!**

Phase 1 - Become Familiar with Program - Resolve Printer Issues

1. Review the menus and move from screen to screen.
 - a) There are so many options that it may appear overwhelming, but match these menus with the documentation. *(CWP-2)
 - b) **Don't worry about destroying any data.**
 - i) **Everything can be restored or re-installed in less than two minutes.**
 - c) Try to get familiar with the general process.
 - i) Select the letter, review the screen, then return to the menu.
 - ii) Try <M> Manager Program, change a coach's name, then return.
 - iii) <R> Read weight classes (Has data in columns for quick review!)
 - iv) <V> View the brackets (Has data as formatted for the printer!)
 - v) <L> List bracket corrections (In order by weight and line number!)
 - vi) Use <S> Scoring program | <R> Read Results | <M> Match Results
 - a) Enter number of the round | Y to add to modem file? | N to use printer? | Y to team scores in order? | N to printer?
 - b) Use <I> Isolate results | <I> Isolate by team | <O> One team | N to printer? | Enter number of team | N to printer? | <Enter>
2. Test all printer functions next.
 - a) All preliminary printouts on the Master Menu are done at 10 cpi.
 - b) Use <P> Print Menu | <W> Weigh-in sheet | Enter number of team | Hit <Enter> if none. (Use if weighing-in by team!)
 - c) Use <P> Print Menu | <C> Check-in sheet | Enter number of team | Hit <Enter> if none. (Use this for check-in if weighing-in by weight!)
 - d) Use <P> Print Menu | Blank Match Score Sheet Master

- e) On the Scoring Menu, use <P> Print Brackets | Enter weight class | **106** or **ALL**

Printfil will capture all printer output and generate a preview screen. Make sure **Printfil** is installed and working properly!

3. Practice correcting sample results ***(CWP-5, 6, & 7)**
 - a) Use <F> Fix errors in results | Enter number of round | Pick a number to be corrected | Follow instructions ***(CWP 5 & 6)** and make corrections
 - b) Repeat until you are comfortable!
4. Practice correcting a name (Used to correct names after results have been entered!)
 - a) Use <C> Correct names | Enter weight class | Enter line number on bracket | Type correction and move cursor to end of line | Hit <Enter> if correct or <Spacebar> to fix
 - i) The program will search and correct any lines on bracket first, then correct the result files by round.
5. Use <S> Score corrections to correct a team score.
 - a) Needed when team points are deducted for penalties.
6. Practice entering some sample results
 - a) You can't re-enter a round after it has been concluded.
 - i) If the round has already been entered, the screen will blink and return to the Scoring Menu.
 - ii) **For the tournament, you must start with Round 1 and 106 lbs.**
 - a) You can enter two rounds concurrently if you wish!
 - iii) **For this Practice Sample, everything except rounds 7 to 10 beginning at 189 is complete! Start with Round 7 and 195 lbs.**
 - a) Use <E> Enter Results | Enter round **7** | The team scores are displayed at the top and the matches appear in order.
 - b) Follow instructions for <E> Enter Results ***(CWP-4)**
 - (1) Use < or > to point to winner
 - (2) Enter winner's score | <Enter> | Loser's Score | <Enter>
 - (3) For pin, forfeit, default, or disqualification, hit <Enter> first, then type 3 digits for time or the abbreviation listed.
 - (4) Answer Are entries correct? Y/N/O/T/U? with the appropriate response.
 - c) At the end of the weight, use <P> Print bracket or <N> Next

weight class

(1) After the bracket is printed | Use <E> Enter results and the program will automatically go to the next weight class!

(a) If entering two rounds simultaneously, use <S>

Scoring Program so you can select the next round.

d) Enter rounds 8, 9 & 10 for 195 by "toggling" between them, using <F1>, <F3>, & <F5> keys.

e) Use <A> Advance to District *(See Flowchart-Page 10-1)

7. Print a few Match Sheets or Bout Labels

a) Use <M> Match Sheets | Select round | use N or Y to printer?

i) The Match Sheets print the name, schools, round, weight class, and match number data on the blank Match Score Sheets

b) Or use Bout Labels | Select round | use N or Y to printer?

i) Bout Labels prints the same data 3 across like labels. I don't use labels, but the printout is handy for the announcer or "bull pen!"

c) Sheets can be printed in sets of 3 weights so you can always be ready!

8. Phase 1 is now complete! The next step is to enter new data.

Phase 2 - Prepare for New Tournament/Enter and Draw Brackets

Most wrestling programs do basically the same things as those covered in Phase 1. **Phase 2 covers data entry and pre-tournament setup.**

- The advantage of this program is that all names, grades, and records are entered only once!
- Everything will update automatically during the sectional and qualifiers will export directly to the District Tournament and all the way through the State Tournament if they qualify,
- All output is formatted to facilitate posting information on a web site and e-mailing to the media.
- District pairings can be done and posted on a web site by midnight on Saturday after the Sectional.

Final Preparation: Before entering new Sectional Data:

1. Use <K> on Entry Program (Sectional Pre-Draw) to delete all names and practice data. **Note: It will delete all data files!**

a) Answer Y to question: Kill EVERYTHING and start over? Y/N?

b) Answer Y to question: Are you certain! Y/N?

- c) Type the word **ERASE** when instructed!
2. Use **<K>** on Pre-Draw Roster Menu to delete other files if needed during your preparation process.
 - a) Answer **N** to question: Kill EVERYTHING and start over? Y/N?
 - b) Answer **Y** to question: Kill MODEM file? Y/N?
 - c) Answer **Y** to question: Kill SEED NOMINATION file? Y/N?
 - d) Answer **Y** to question: Kill BRACKET CHANGES file? Y/N?
 - e) Answer **Y** to question: Kill PLACE DATA files? Y/N?
 - f) Type the number of the round to erase a particular round or Hit **<Enter>** if none!

Don't worry about destroying any data.

Everything can be restored or re-installed in less than two minutes.

Call 513-594-6154 or send E-mail to gb@baumspage.com

if you have any questions or problems!

Final Preparation: Before Sectional Coaches Meet:

1. Use **<K>** on Entry Program (Sectional Pre-Draw) to delete Modem files and Place Files.
 - a) Answer **Y** to question: Kill MODEM file? Y/N?
 - b) Answer **Y** to question: Kill PLACE FILES file!? Y/N?
2. Use **<M>** **Manager Program (Coach/School)** and print **ST-1** and **ST-2** for Coaches.
 - a) Before the tournament starts, make corrections to coaches' names.
3. Use **<E>** Enter rosters (Sectional Pre-Draw) to enter all names.
 - a) Type the letter of the school or scroll down to highlight school - hit **<Enter>**
 - b) Type the names using upper and lower case!
 - i) Be careful and check all spelling!
 - ii) This data will transfer all the way to the State Tournament if the wrestler qualifies!
 - c) **The OHSAA does not use middle names, Jr., or the II or III in the official program.**
 - d) **For wrestlers that use their initials, type the initials and periods with no space between: Ex: G.L. Baumgartner, H.R. Block. Etc.**
 - e) **To save time for practice purposes only while testing, use **<e>** to enter**

names.

i) The option is hidden on the menu, but it will generate a practice list of names.

ii) Answer **Y** to are you certain and type **ERASE** when instructed!

4. The Roster and Seed Nomination Form is online so all Rosters and the Seed Nominations will be imported directly from the web.
5. Enter Seed Nomination information if you want to use this module!
 - a) Use **<N>** Nominations for seeds | **<E>** Enter Nominations
 - b) Type number of team | then weight class
 - c) Enter grade, last year's State, District, Sectional Place and current record | hit **<Enter>** if correct | repeat for other wrestlers and teams
 - d) Note: Because records turned-in for seeding may not include all matches, the data entered here does not carry over to the records used for the tournament!
 - i) Only enter data for wrestlers that are to be nominated for seeding!
 - e) When done, use **<R>** Read Nominations to view or print
 - i) It will also generate a text file that can be posted on the web if desired!
 - f) Use **<C>** to correct errors
 - i) Sometimes, it's easier to delete the wrestler and re-enter the data than it is to make the corrections.
6. Use **<T>** Transfer names to names and records to create the data file used to store grades and final records prior to the tournament.
 - a) The program should do this automatically every time you enter or correct names.
 - b) Use **<T>** as a check until **Switched Name** doesn't show.
7. Use **<M>** Menu to Entry Program
 - a) Use **<P>** to print a Sign-in Sheet to be used by coaches to correct Rosters and Records prior to the Seed Meeting.
 - b) Use **<E>** Enter records from the sheet.
 - c) To speed the input process, this routine does not allow for errors while entering grades and records.
 - i) You must finish everything for all wrestlers or all teams first!
 - ii) Use **<E>** again just hit **<Enter>** until you get to line that requires fixing.
 - d) To save time for practice purposes only while testing, use **<e>** to

generate random records.

- i) The option is hidden on the menu, but it will generate a random list of grades and records.
- ii) Answer **Y** to are you certain and type **ERASE** when instructed!

Flow Chart for Sectional Seed Meeting:

1. Have coaches check-in with manager.
 - a) **Verify all entry forms, certified weights, name, etc. and sign ST-2.**
 - b) Give out passes and other appropriate materials.
 - c) **Verify records and names from the Sign-in or Corrected Records..**
2. Use <E> on Entry Program (Sectional Pre-Draw) to correct names.
 - a) Highlight corrections sheets as names are corrected.
 - b) Highlight team name when done.
3. On **Convert Rosters Menu**, use <T> to Transfer names to names and records.
 - a) **Use <E> to Enter or correct and grades records.**
4. Return to **Entry Program (Sectional Pre-Draw)** to finish corrections and records for all teams. **If a Nominated wrestler gets changed, be sure to make corrections in nominations.**
5. Use <D> to Draw Brackets - takes you to **DRAWING 16DBL6**.
 - a) Again, Use <D> to Draw Brackets.
 - b) Follow instructions from Page 3 of CWP Documentation.
 - i) Type **106** and hit <Enter>.
 - ii) Type **number of the team** to be seeded. **(May seed up to 16!)**
 - iii) Repeat for other seeds. **If less than 8, hit <Enter>.**
 - iv) Check seeds, then **answer Y** for Are seeds Correct? Y/N?
 - v) Answer **Y** to: Do you want to print bracket? Y/N? **if you want to print a copy without the grades and records for coaches.**
 - vi) Answer **N** if you are going to wait until after transferring data to brackets. (Those brackets will include the grade and record!)
 - vii) Hit **N** for next weight class until all are done.
6. After Drawing, use <M> to return to Entry Program (Sectional Pre-Draw.)
 - a) The pairings are automatically transferred to the brackets.
 - i) Hit any key after the automatic transfer statement.
 - b) Use <V> to View Brackets after Transfer.
 - c) Use <m> to copy web files to drive a:
 - i) Copies the pairings: **WEBPRE.TXT** and **WEBPRE.HTM** to A:
 - ii) **Stop and review the files for posting on the web!**

- d) Can use <Shift>-<n> (hidden on the menu) to load **Norton Commander** to view, edit, or select files for transfer to disk.
 - i) Scroll down with an arrow key (or here you can use the mouse)
 - ii) Hit <F3> to View or <F4> to edit the highlighted file | Repeat for the other files
 - iii) Use <F5> to copy highlighted file | Type **A:** and hit <Enter>
- 7. There is an option, <T> Transfer Names to Brackets that will erase entry data so you can re-enter results. **Only use it if you want to start over!**
 - a) **Caution: Never use <T> after you've entered results! It will erase all results and scores previously entered!**
 - i) If pairings start flashing, that's ok.
 - ii) If the **WARNING** flashes, hit "Y" to continue.
 - iii) If or when it asks for a Password, use **GARY**.
 - b) **You can't accidentally erase data, because it will warn and prompt you!**
- 8. Review options for printing Weigh-in and/or Check-in sheets for 1st day.
 - a) After Transferring to Brackets, use <P> on the Master Menu to print weigh-in sheets. Make choice depending on your situation. ***(CWP-3)**
 - i) Use <W> Weigh-in Sheet (1 team) <A> All Teamd
 - ii) Use <w> to print weigh-in sheets by weight class
 - a) Print either 1 or 3 weights to a page
 - b) Select one weight class or all
 - c) Use <C> Check-in sheets for each team if you print weigh-in sheets by weight class.
 - b) Use the Check-in sheets for the first day.
 - i) **Make sure the coach checks spelling of all names, grades, and records carefully, then have him sign in the appropriate box!**
- 9. Final preparation before Sectional Tournament Starts
 - a) Use <T> Transfer names to brackets on Master Menu to delete any practice results that may have been entered.
 - i) Answer **Y** to the warning and enter password when prompted.
 - b) Use <K> on Master Menu to delete Modem files and Place Files.
 - i) Answer **Y** to question: Kill MODEM file? Y/N?
 - ii) Answer **Y** to question: Kill BRACKET CORRECTIONS file? Y/N?
 - iii) Answer **Y** to question: Kill PLACE FILES file? Y/N?
 - c) Use <M> Manager Program (Coach/School) to print forms **ST-1** and

ST-2 for Coaches.

10. Make backups on a regular basis.

- a) Make a backup whenever you've progressed to the point where you would hate to start over!
 - i) Use <Z> Zip files and copy to ?: to backup all data.
 - a) It zips all data and copies the file **WREDATA.ZIP** to ?:
- b) On the Master Menu, there is a hidden option </> "slash" that gets into a sub-menu for backup and restore purposes.
 - i) Use Backup Complete Program or <I> Install Complete Program
 - ii) Use <R> to restore data from the **WREDATA.ZIP** file
 - a) Might use if there was a power outage and you need to re-enter results for part of weight class.
- c) **Rotate backup disks so there is always a "safe-point" to return to!**

Don't use the Entry Program (Sectional Pre-Draw) or Drawing Programs after brackets are printed!!!

Flowchart for First Day:

1. Review **CWP** documentation and Flowcharts.
 2. Get the computer and printer setup and ready.
 3. Help check-in coaches and pass out weigh-in or check-in sheets.
 - a) Make sure coaches check all names, grades, and records
 - b) Have them sign the sheet in the appropriate box!
 4. Use <C> Correct Names to correct names and data for wrestlers.
 - a) Verify that the names, grades and records listed on the check-in or weigh-in sheets are correct.
 - b) If not, find the line on the bracket and correct the data.
 - i) Make corrections as you are informed of them.
 - c) Use "/" or type **Bye** for the wrestler's name to make the line a bye.
 5. **Follow OHSAA and District Board Rules concerning substitutions after the brackets are drawn.**
 - a) Rotate seeds if necessary and put replacement for a seeded wrestler on the alternate's line.
 - b) Keep byes balanced by half and quarter brackets by using a coin-flip or series of flips to determine appropriate lines.
 - c) Type the wrestler's name, enter the school by number from the printed list, and then enter grade and record.
 6. If you want, go ahead and print the match sheets for the first round!
 - a) If there are any changes, you might have to correct the sheet by hand -- but everything will be ready!
 7. **Make sure all corrections are completed before the tournament starts!**
 - a) **Do not use <T> or <C> on the Master Menu after results have been entered because data will be lost!**
 - b) Use <C> Correct names on the Scoring Menu to correct a name after the tournament has begun.
 8. Use <L> on Menu to print Corrections List with changes to bracket.
 - a) If there are only a few -- print several copies and paste several sets together on one page. (You can cut into strips afterwards.)
 - b) Xerox and distribute to coaches and a use as an insert to program.
- Stack the Match Score Sheets in order by designated number in upper right corner 106-1 1 of 4, 106-2 2 of 4, etc.**
- c) Use the designation above rather than the match numbers because match numbers are grouped by championship or consolation round.

- d) If two rounds are wrestled simultaneously, the match numbers may be out of order.
 - e) **All matches for a weight must be entered in order before you can go to a different weight or different round!**
 - i) If wrestling Rounds 2 and 3 at the same time, it doesn't not matter which round is entered 1st.
 - ii) Just that the complete weight for that round is entered.
 - f) **Check everything carefully before hitting the "Y/N/O?" response.**
 - g) **If you accidentally, select the wrong round and would have to wait a long time before the results are available!**
 - i) Hit <Ctrl>-<Break> at the same time.
 - ii) When the screen says Break in ??????, hit <F9> to start again!
9. You can print Match Sheets or Bout Card Labels for 106 to 120, 126 to 138, 145 to 160, 170 to 195, and 220 to 285. (If you are coming right back with another round, do it as needed. If you don't need them until later, do them all at once.
10. Use <N> to count number in the Semifinals and 2nd Consolation after the Friday rounds.
- a) Use it as a check against the weigh-in page.
 - b) Also give coaches a copy of the grid with team scores pasted at the bottom.
11. During the last round of each session, print an extra set of brackets for an updated program.

Between rounds on Saturday:

Make sure the Manager Data for Coach and School is corrected and ready!

- 1. Add Medical Attention Data
- 2. Prepare list of finalists for announcer with athletes listed on one page
 - a) Use <P> to print brackets
 - b) Hit <Enter> when asked for weight class.
 - c) Use <R> Records of finalists | Y to printer?

Flowchart for Saturday evening:

1. After a weight class is complete, return to Scoring Menu and use <A> Advance qualifiers to State and print ST-3.
2. After the final match, use <R> Read Results and select <F> Final Round. (All placers and team scores will print automatically!)
3. After finishing all printouts, use <W> Wrestler Program for Qualifiers.
 - a) Use <C> to correct wrestler data if there are errors after they review **ST-3**.
 - b) Use <P> to print **ST-4** listing all qualifiers and the Medical Attention Report.
 - c) Use <M> to return to Main Menu.
4. Before you shut the computer down, use <Z> to zip files and copy to A: *(Copies **WREDATA.ZIP** and **QUALIFIER.ZIP**)
5. Use <m> to move modem files to A: Copies **MODEMLST.TXT**, **MODEM.TXT**, **MODEMWEB.TXT** and **MODEMWEB.HTM**
6. Then use <Q> to Quit Program
7. Gather and collect all your forms and checklist.
8. Find a computer with e-mail access and send data to the press and me.

See instructions on the next page to send files by e-mail:

- Attach **QUALIFY.ZIP**, **WREDATA.ZIP**, and **MODEMWEB.TXT** to an e-mail to: **support@baumspage.com**.
- Send **MODEM.TXT** to the newspapers by pasting data into the message as text.

Thanks! Call if there are any questions or if you have any problems!

Gary Baumgartner - Cell phone 513-594-6154

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