

# Manage series

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Orienteringsförbundet**

## Purpose

The guide describes how all series and cups, from Silva League to local youth series, are handled in Eventor. It is aimed at users with the role of *Event manager*.

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## General

The term "series" means the series of a number of events where the competitors' results in each event are scored and where the series of results are based on the points obtained in the events.

Eventor supports management of series, classes and events with its score tables and rules.

Results from events can be downloaded from Eventors results database, from result files in IOF XML format or be entered manually.

The start page for the series can be reached via *Event administration* → *Series* in menu of Eventor. Note that you need to be logged in and have the role *Event manager*.



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## Overview of the series and score tables

Go to the administration page for series. Select *Event administration* → *Series* in the menu. The page lists the series of the current organisation (club / federation), and score tables for the organisation as well as the overlying organisations.

Administration of series				
<a href="#">+ Create new series</a>	<a href="#">+ Create new score table</a>	<a href="#">Guide: Manage series (Swedish only)</a>		
Series				
Date	Name	Events	Counted events	Standings
01/01/2010 - 31/12/2010	Elitserien 2010	13	5	<a href="#">Standings</a>
01/01/2010 - 31/12/2010	Silva Juniorcup 2010	10	5	<a href="#">Standings</a>
01/01/2011 - 31/12/2011	Elitserien 2011	8	5	<a href="#">Standings</a>
01/01/2011 - 31/12/2011	Silva Juniorcup 2011	11	5	<a href="#">Standings</a>
17/12/2011 - 21/03/2012	Gymnasnas juniorcup skidororientering 2011-2012	6	5	<a href="#">Standings</a>
01/01/2012 - 31/12/2012	Silva League 2012	7	4	<a href="#">Standings</a>
01/01/2012 - 31/12/2012	Svenska MTB-O Cupen 2012	8	5	<a href="#">Standings</a>
01/01/2012 - 10/04/2013	Gymnasnas juniorcup skidororientering 2012-2013	6	5	<a href="#">Standings</a>
01/01/2013 - 26/05/2013	ABC-cupen vår 2013	5	5	<a href="#">Standings</a>
01/01/2013 - 31/12/2013	Svenska MTB-O Cupen 2013	9	5	<a href="#">Standings</a>
01/01/2013 - 31/12/2013	Silva League 2013	7	4	<a href="#">Standings</a>
Score tables				
Name	Owner	Parameters		
Elitserien E1	Svenska Orienteringsförbundet	Place scores: 50, 44, 40, 36, 33, 30, 27, 25, 23, 21, 20, 19, 18, 17, 16, 15, 14, 13, 12, 11, 10, 9, 8, 7, 6, 5, 4, 3, 2, 1		
Elitserien E2	Svenska Orienteringsförbundet	Place scores: 5, 4, 3, 2, 1		
Gymnasnas juniorcup	Svenska Orienteringsförbundet	Place scores: 60, 50, 45, 40, 36, 33, 30, 28, 27, 26, 25, 24, 23, 22, 21, 20, 19, 18, 17, 16, 15, 14, 13, 12, 11, 10, 9, 8, 7, 6, 5, 4, 3, 2, 1		
Silva League	Svenska Orienteringsförbundet	Place scores: 300, 264, 240, 216, 198, 180, 162, 150, 138, 126, 120, 114, 108, 102, 96, 90, 84, 78, 72, 66, 60, 54, 48, 42, 36, 30, 24, 18, 12, 6		
MTB-O Cup	Svenska Orienteringsförbundet	Place scores: 60, 50, 45, 40, 36, 33, 30, 28, 27, 26, 25, 24, 23, 22, 21, 20, 19, 18, 17, 16, 15, 14, 13, 12, 11, 10, 9, 8, 7, 6, 5, 4, 3, 2, 1		
ABC-cupen vår 2013 - poängtabell	Svenska Orienteringsförbundet	Place scores: 20, 17, 15, 13, 11, 9, 7, 6, 5, 4, 3, 2, 1 Minimum score for finishers: 1 Minimum score for starters: 0		

## Creating new series

On the administration page, click on *Create new series*. The following page appears:



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### Edit series

Start date	<input type="text" value="01/01/2013"/>
End date	<input type="text" value="31/12/2013"/>
Name	<input type="text"/>
Information	<input type="text"/>
Counted events	<input type="text" value="0"/>
Equal score sorting 1	<input type="text" value="No sorting"/>
Equal score sorting 2	<input type="text" value="No sorting"/>
Equal score sorting 3	<input type="text" value="No sorting"/>
Show competitors without score	<input type="checkbox"/>
Seconds per point in chase start	<input type="text"/>

Provide details about the series.

**Counted events** refer to how many events, including mandatory events, that are counted in the final results.

Under **Equal score sorting**, specify how competitors will be ranked if they end up on the same score.

Under **Seconds per point in chase start**, specify if the final event is determined based on the current standings before the final event. The value indicates the number of seconds that one point corresponds to in a chase start.

When you are done, click *Save*.

**NOTE!** Make sure you are logged in with the right organisation when creating the series. If the series are at a state level, you should be logged in with a state association. Otherwise other Event managers in the state will not be able to manage the series.

## Creating classes and events

When the series has been created, it is time to create classes and events.



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### Creating classes

To add a class in the series, click on the name of the series on the start page and then click on *Add class* in the top menu. The following page appears:

**Edit class**

Name

Give the class a name and click *Save*. Repeat for all classes in the series.

### Creating events

To add an event into the series, click on the name of the series in the start page and then click on *Add event* in the top menu. The following page appears:

**Create new event**

Results are fetched from Eventor, event ID  Eventor race number (if multi-race event)

Results are not fetched from Eventor

Enter the event to be connected to an event in Eventors event calendar or not. Eventor id of an event is the number which appears at the end of the web address of the event information, e.g., 1234 in <http://eventor.orientering.se/Events/Show/1234>.

Enter the correct id number or specify if the results are not fetched from Eventor. Click *Next*.

**Edit event**

Eventor event ID

Eventor race number (if multi-race event)

Start date

End date

Name

Organising club

Race distance

Mandatory

Status

Comment

In the next dialog that appears, enter the start and end dates, event name, organising club, discipline (long, middle etc.) and if the event results are mandatory to count in the series.

The status bar will determine if the competition results are shown in the table: if it is set to not complete, not race. The status is updated automatically when the results are uploaded.

The comment field is for internal use and will not appear outwardly. If the results are uploaded for race also shows how many participants per class awarded points under the heading Classes.

Click **Save** when all the data are entered, and repeat the procedure for all races in series.



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## Edit series, classes and events



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Click the name of the series on the start page. The following page appears:

### Edit series

[+ Add class](#) [+ Add event](#) [Export chase start list for the last event](#)

Start date:

End date:

Name:

Information:

Counted events:

Equal score sorting 1:

Equal score sorting 2:

Equal score sorting 3:

Show competitors without score:

Seconds per point in chase start:

Link to standings: <http://eventor.orientering.se/View/Series/162>

[Save](#) [Delete](#) [Cancel](#)

Change the required data and click Save when you are done. On the same page, further down, the following data is displayed:

[Save](#) [Delete](#) [Cancel](#)

### Classes

Name
D21
H21
D20
H20
D18
H18

### Events

Date	Name	Organising club	Discipline	Status	Results updated
27/04/2013	<a href="#">Deltävling 1</a>	Tibro OK	lång	completed	28/04/2013 08:43
28/04/2013	<a href="#">Deltävling 2</a>	Tibro OK	lång	completed	28/04/2013 18:48
09/05/2013	<a href="#">Deltävling 3</a>	OK Tisaren	sprint	completed	10/05/2013 09:09
11/05/2013	<a href="#">Deltävling 4</a>	Hagaby GOLF, KFUM Örebro OK	medel	completed	15/05/2013 10:15
12/05/2013	<a href="#">Deltävling 5</a>	Hagaby GOLF, KFUM Örebro OK	lång	completed	12/05/2013 17:46
18/05/2013	<a href="#">Deltävling 6</a>	Timrå SOK, Selånger SOK, Njurunda OK, VK Uvarna, Sundsvalls OK	medel	completed	18/05/2013 15:48
19/05/2013	<a href="#">Deltävling 7</a>	Timrå SOK, Selånger SOK, Njurunda OK, VK Uvarna, Sundsvalls OK	lång	completed	19/05/2013 14:10

To edit classes or events, just click on the name of the class or the event. On the next page, change required information and click Save when you are done.

## Create score tables



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For the results to be uploaded there has to be an appropriate score table to use. A score table contains information about what point a particular placement or time after the winner is worth. Score tables are created and edited via the start page. Click on *Create new score table* in the top menu or click on a name of the score table to edit it. The following page is displayed:

### Edit score table

**General parameters**

Name:

Minimum score for finishers:

Minimum score for starters:

**Place-based parameters**

Only to be specified if scores are to be assigned based on the competitors' places.

Place scores

300
284
240
216
198
180
182
150
138
126
120
114
108
102
98
90
84
78
72
66
60
54
48

**Time-based parameters**

Only to be specified if scores are to be assigned based on the competitors' times relative to the winning time.

Winner score:

Score reduction per second:

Score reduction per percent:

Score tables can be either based on placement or time-based. It is also possible to combine the times and placements, but it is not recommended.

Give the score table a name and in the fields **Minimum score for finishers** and **Minimum score for starters**, if needed, enter the number of points finishing and starting competitors are guaranteed.

If the score table is placement based, in the field **Place scores**, specify a score per row with highest value first. First row value corresponds with scores for placement 1, the second row value scores for placement 2, etc.

If the score table is time based, in the field **Winner score**, specify the points the winner gets in an event. Then fill in either the field **Score reduction per second** (if other competitors are given points based on how long time they are after the winner) or the field **Score reduction per percent** (if other participants are given points based on how many percent longer their times are compared to winner's time).

When all parameters are entered, click **Save**

**NOTE!** Already given scores are not changed when a score table is changed. In this case results must be uploaded again.

**NOTE!** Score tables of type "placement number" (where victory gives one point, second place two points, etc.) should not be used because the system puts competitors with the highest score first in the compilation.



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## Upload results

When the results for an event are ready, it is time to make the score allocation.

On the start page for series, click on the series name. and then on the event for which the allocation will be made. A page with the event information appears. In the top menu, click on the link *Edit results*.

If the results were uploaded previously for current event, the old results will be overwritten.

### Step 1 of 4

The first page of four for editing the results is displayed.

**Edit results for Sorundadubbeln, medeldistans (step 1 of 4)**

**Data source**

Select the source of the results.

From Eventor (results uploaded 24/08/2013 14:27)

From IOF XML file:  Ingen fil har valts

Type in results manually

**Settings**

Default score table: Silva League

Assign zero score to scoreless competitors by default:

Ignore competitors not from Svenska Orienteringsförbundet:

Next Cancel

Under *Data source*, select from where results will be read. Select desired radio button and enter any additional information.

- It is recommended that race is linked to an event in Eventor's event calendar. Then the results can be read from Eventor results database.
- If the results are not available in Eventor they can be uploaded as an IOF XML file. See the timing system's documentation for how such a file is created.
- You can also enter the results manually via the *Type in results manually / Edit existing results* (which text that appears depends on whether or not results are uploaded earlier).
- If you want to delete the uploaded results for one or all the classes, select *Remove results*, and highlight desired classes to delete.

Under *Settings*, select which score table to be used by default. If more than one score table is used for the event, the score table per class can be added in step 2.

Also select if the competitors who did not get any points (too long time, or bad place, mispunched, etc.) shall be awarded zero points or remain ignored. This has no significance other than whether a "0" appears in the results summary or not.

By selecting *Ignore competitors not from [organisation name]* you can also specify whether competitors from clubs under "ownership organisation" for the series should be taken into consideration or not, for example, only the clubs in the state where the series is arranged.

Click *Next* to proceed.





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Enter the following information for each participant, separated by semicolons:

- **Class name** (referring to the series class name, not the event class)
- **Person ID in Eventor** (facilitates matching with previous results, omitted)
- **Person name** (first and last name of the participant)
- **Eventor club id** (to facilitate matching with previous results, omitted)
- **Club name**
- **Score**

Click *Next* to proceed.

**NOTE!** If the final event is a chase start, the score will not follow the normal score table. This is because they adapt to competitors' finish times so that time-based results can be presented.

**Tip:** If results will be entered manually, the entry could easily be made in Excel, and then pasted into the text field. Tabs as column delimiters work as well as semicolon.

## Step 4 of 4

In the last step, competitors who have no Eventor-person id specified will be connected to persons in the Eventor database.

### Edit results for Sorundadubbeln, medeldistans (step 4 of 4)

Map any persons and clubs without ids in the corresponding dropdowns.

Map persons and clubs without ids

Series class	Person ID	Person name	Club ID	Club name	Score
Damer	22712	Anna-Lena Hedberg	187	Herringe OK	300
Damer	22674	Annika Hedberg	187	Herringe OK	264
Damer	22669	Annika Hedberg	187	Herringe OK	240
Damer	21146	Annika Hedberg	187	Herringe OK	216
Damer	22670	Annika Hedberg	187	Herringe OK	198
Damer	21145	Annika Hedberg	187	Herringe OK	180
Damer	21147	Annika Hedberg	187	Herringe OK	162
Damer	22668	Annika Hedberg	187	Herringe OK	150
Damer	22667	Annika Hedberg	187	Herringe OK	138
Damer	21148	Annika Hedberg	187	Herringe OK	126
Damer	21149	Annika Hedberg	187	Herringe OK	120
Damer	22666	Annika Hedberg	187	Herringe OK	114
Damer	21150	Annika Hedberg	187	Herringe OK	108
Damer	22665	Annika Hedberg	187	Herringe OK	102
Damer	22664	Annika Hedberg	187	Herringe OK	96
Damer	22663	Annika Hedberg	187	Herringe OK	90

Previous Next Cancel

If IDs are given to all competitors in the previous step, just verify that the information is correct in this step.

Otherwise each competitor whose name appears in a scrolling list requires to be verified. Select person to connect to the competitor without ID, or select the option to create a new person in the database.

Click *Next* to save the results.

A confirmation message with information should appear if the results have been saved.

## Viewing score

The current score table for a series is accessed by clicking on the link *Standings* on the start page for management of series. This link is also available under the edit page for series.



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**Silva League 2013**

Print

Final standings after 7 events.

**D21**

Pl	Name	Club	27/4	28/4	9/5	11/5	12/5	18/5	19/5	Total
1	Tove Alexandersson	Stora Tuna OK	(150)	264	300	300	(264)	300	->	+0:00
2	Annika Billstam	OK Linné			180	162	216	240	->	+3:27
3	Lina Strand	Göteborg-Majorna OK	180	(162)	264	(150)	198	216	->	+4:36
4	Tanja Ryabkina	Hellas Orientering	240	240	(72)	240	(240)	264	->	+6:50
5	Emma Johansson	Domnarvets GOIF	(72)	180	(90)	120	162	180	->	+6:55
6	Nadiya Volynska	OK Orion	(138)	150	198	216	180	(102)	->	+11:52
7	Anna (Humlaröd) Persson	FK Göingarna	(0)	120	(114)	138	138	150	->	+12:45
8	Maria Magnusson	Sävedalens AIK	(102)	138	(96)	180	114	198	->	+12:58
9	Karolin Ohlsson	Järla Orientering	(0)	96	126	(36)	48	78	->	+20:40
10	Alva Olsson	Linköpings OK	(30)	54	150	(0)	120	84	->	+20:43
11	Malin Leijon Lind	OK Kolmården	90	48	36	114	(18)	(36)	->	+20:48
12	Helena Karlsson	IFK Lidingsö SOK	126	0	84	(0)	6	(0)	->	+20:50
13	Rebecka Olsson	OK Linné	(0)	(0)	66	18	24	96	->	+20:57
14	Anna Bachman	IFK Lidingsö SOK	(0)	114	(0)	42	84	54	->	+21:07
15	Lina Bäckström	OK Linné	0		48	(0)	60	126	->	+21:22
16	Viktoria Ernstsson	Göteborg-Majorna OK	0	(0)	(0)	90	66	120	->	+22:22
17	Jessica Ernstsson	Alfa Ösa OK	(0)		102	30	108	90	->	+23:23

## Merge identities

If the wrong results data is entered, a competitor may not be connected to the right person in the Eventor database. This can result in two people with the same name in the standings.

If such a duplicate is created, you can go to the page of the current score. When logged in, check boxes appear next to each competitor.

**Silva League 2013**

Print

Final standings after 7 events.

**D21**

Pl	Name	Club	27/4	28/4	9/5	11/5	12/5	18/5	19/5	Total
<input type="checkbox"/>	1 Tove Alexandersson	Stora Tuna OK	(150)	264	300	300	(264)	300	->	+0:00
<input type="checkbox"/>	2 Annika Billstam	OK Linné			180	162	216	240	->	+3:27
<input type="checkbox"/>	3 Lina Strand	Göteborg-Majorna OK	180	(162)	264	(150)	198	216	->	+4:36
<input type="checkbox"/>	4 Tanja Ryabkina	Hellas Orientering	240	240	(72)	240	(240)	264	->	+6:50
<input type="checkbox"/>	5 Emma Johansson	Domnarvets GOIF	(72)	180	(90)	120	162	180	->	+6:55
<input type="checkbox"/>	6 Nadiya Volynska	OK Orion	(138)	150	198	216	180	(102)	->	+11:52
<input type="checkbox"/>	7 Anna (Humlaröd) Persson	FK Göingarna	(0)	120	(114)	138	138	150	->	+12:45
<input type="checkbox"/>	8 Maria Magnusson	Sävedalens AIK	(102)	138	(96)	180	114	198	->	+12:58
<input type="checkbox"/>	9 Karolin Ohlsson	Järla Orientering	(0)	96	126	(36)	48	78	->	+20:40
<input type="checkbox"/>	10 Alva Olsson	Linköpings OK	(30)	54	150	(0)	120	84	->	+20:43
<input type="checkbox"/>	11 Malin Leijon Lind	OK Kolmården	90	48	36	114	(18)	(36)	->	+20:48
<input type="checkbox"/>	12 Helena Karlsson	IFK Lidingsö SOK	126	0	84	(0)	6	(0)	->	+20:50
<input type="checkbox"/>	13 Rebecka Olsson	OK Linné	(0)	(0)	66	18	24	96	->	+20:57
<input type="checkbox"/>	14 Anna Bachman	IFK Lidingsö SOK	(0)	114	(0)	42	84	54	->	+21:07
<input type="checkbox"/>	15 Lina Bäckström	OK Linné	0		48	(0)	60	126	->	+21:22

Select the persons to be merged into one. When done, click on *Merge selected persons* button at the bottom of the page.